



**RECOVERY OF ECONOMIC ACTIVITY FOR LIBERIAN INFORMAL
SECTOR EMPLOYMENT (REALISE) PROJECT**
Capitol Bye Pass, Old Maternity Center, 1st Floor
Monrovia-Liberia



TERMS OF REFERENCE (TOR)

**CONSULTANCY SERVICES FOR PRO-POOR AND GENDER-SENSITIVE VALUE
CHAIN DEVELOPMENT IN RURAL LIBERIA**

BACKGROUND

The Government of Liberia has received funding from the World Bank, the Swedish International Development Association (SIDA), and the French Agency for Development (AFD) to implement the Recovery of Economic Activity for Liberian Informal Sector Employment (REALISE) Project. The Project Development Objective is to increase access to income-earning opportunities for the vulnerable in the informal sector in response to crises, expand income and livelihood support to poor and food-insecure households, and improve efficiency in managing social protection programs in Liberia. The REALISE project comprises six components namely: (i) Grant Support to Vulnerable Households to Revive or Start Small Businesses; (ii) Temporary Employment Support and Employability Development for Vulnerable Workers, (iii) Program Implementation, Capacity Building, and Coordination; (iv) Contingency Emergency Response Component (v) Community Livelihood and Agriculture Support, and (vi) Social Cash Transfer and Strengthening of the National Social Protection System. The REALISE Project is being implemented by the Ministry of Youth and Sports (MYS), the Ministry of Gender, Children and Social Protection (MGCSP), and the Liberia Agency for Community Empowerment (LACE). Implementation of project activities is managed by a single Project Management Team (PMT) that sits outside of the implementing institutions and is comprised of consultants hired by them. The Ministry of Youth and Sports is responsible for overall coordination of the Project.

LACE is responsible for implementing the component of Community Livelihood and Agriculture Support (CLAS). This Component is aimed at improving livelihood opportunities and climate resilience for 19,740 poor and vulnerable populations in rural areas of Liberia, directly responding to improving food and nutrition security through communal farming in Bomi, Cape Mount, Gbarpolu, Bong, Nimba, Lofa, Grand Gedeh and Sinoe Counties. Specifically, this Component supports Beneficiary Farming Group (BFG) develop farming subprojects, receive farm start-up grants of US\$1,800 to procure inputs, provide life skills training and promote climate-smart agriculture practice, and offer cash transfer of US\$350 as labor subsidy to help smooth consumption during the lean season. Each beneficiary will be guaranteed a total of 100 days per implementation cycle (12 months). Beneficiary farming groups are primarily using traditional farming method to cultivate a minimum of 35 acres with multiple crops (cassava, rice, corn, beans, groundnut, pepper, okra, cucumber, plantain, pineapple and watermelon) which is similar to the CLAS implementation under the Youth Opportunities Project (YOP). However, as the Component aims to improve climate resilience for beneficiaries in vulnerable communities to enhance agriculture productivity and sustainability, LACE seeks to hire a Firm to conduct Climate Smart Agriculture Training for Community Facilitators (local NGO) who will then cascade said training to beneficiaries.

OBJECTIVE OF THE ASSIGNMENT

The objective of the assignment is to develop a pro-poor and gender sensitive value chain analysis, technical guideline for sustainable agriculture practices, provision of climate information services, and TOT training on climate smart agriculture and food and nutrition security. These activities when completed, will increase the income, productivity, climate resilience and food and nutrition security, and overall well-being of CLAS beneficiaries in rural communities through sustainable and gender-responsive value chain interventions.

SCOPE OF WORK

The Firm shall undertake the following tasks:

- a. Conduct a pro-poor and gender-sensitive value chain analysis in five (5) selected value chains, **corn, pulses, cassava, rice, and animal feed**, identifying opportunities, constraints, and entry points for inclusive participation. This should include market mapping, stakeholder roles, cost-benefit analysis, gender dynamics, and climate vulnerability.
- b. Develop technical guidelines and training materials (for trainers and trainees) on pro-poor and gender-sensitive value chain development, agroecology, and sustainable agricultural practices tailored to the Liberian rural context (materials must be accessible to low-literacy audiences, including use of visual aids).
- c. Conduct pro-poor and gender sensitive value chain, TOT Training for 151 participants:
 - i. 20 Community Facilitators Staff
 - ii. 33 staff from the Farmer-Based Organization in the 7 implementing counties
 - iii. 70 staff of the Project Management Team (PMT) and 28 Extension Staff from the Ministries of Agriculture and Internal Affairs. Additionally, the 70 PMT staff and 6 of the 28-extension staff from the Ministries of Agriculture and Internal Affairs will receive TOT training on Climate smart and food and nutrition security.
 - iv. Training will be clustered to allow ample time for the CFs and Community Agriculture Technicians (CATs) to train the beneficiaries for application and feedback loops.
- d. Conduct at least two (2) monitoring missions to assess adoption and outcomes of pro-poor and gender-sensitive value chain interventions, with specific attention to agricultural productivity, profitability, food and nutrition security, and environmental sustainability among at least 15% of the 273 beneficiary farming groups.
- e. Conduct pre & post-tests via SRIS or Kobocollect on pro-poor and gender sensitive value chain and TOT climate-smart training and practices and adjust curriculum according to learnings to improve training relevance.
- f. Provide weather forecasts (remote) and climate-smart advisories via SMS (860) to enhance yield production and report any technological challenges including mitigation measures
 - i. Beneficiary Farming Groups: 546
 - ii. Farmer Based Organizations: 22
 - iii. Community Oversight Committee: 303
 - iv. Extension Officers (MOA & MIA): 14
 - v. Project Management Team: 5

DELIVERABLES

- Inception report includes desk review, scope of the assignment, work plan, methodology, risk matrix, roles and responsibilities, and theory of change.

- Report on pro-poor and gender sensitive value chain analysis in five (5) value chains; (Corn, pulses, cassava, rice, animal feed). The report must include cost-saving and improvement opportunities that will enhance beneficiaries' livelihood, as well as challenges and mitigation for the selected value chains, and monitoring plan.
- Submission of technical guidelines, training materials and capacity building on topics related to pro-poor and gender-sensitive value chain and sustainable agricultural practices.
- Evaluation report assessing the impact of the pro-poor and gender sensitive value chain and sustainable agricultural practices on agricultural productivity, profitability and environmental sustainability of a targeted number of beneficiary farming groups (women, youth and elders)
- Submission of progress reports/update outlining the number of trainings conducted, climate-smart advisories provided and the number of beneficiary communities who assessed the information/services, challenges in the implementation of the assignment and mitigation measures put in place
- Submission of final report, including all relevant materials developed and data collected during the assignment. The final report will also cover detailed achievements, challenges encountered, mitigation measures employed, and recommendations for subsequent implementation. The final report shall be submitted at least **5 days before the end of the contract period.**

SAFEGUARDS AND ETHICS

During the assignment, the Consultant shall ensure the under listed safeguard standards and ethics are adhered to:

- Ensure informed consent and data privacy during all data collection
- Follow the environmental and social safeguards approved for the REALISE Project
- Use culturally sensitive and inclusive language and visuals

DURATION OF ASSIGNMENT

This assignment is expected to run for seven (7) months commencing from the date of contract signing and will focus on CLAS-Round 3 activities.

MINIMUM QUALIFICATIONS AND KEY REQUIREMENTS

This consultancy demands astuteness and the ability to achieve results in a demanding and fast-paced environment. The Firm must therefore be able to demonstrate successful prior experience in pro-poor and gender sensitive value chain and agroecology assessment and analysis, pro-poor and gender-sensitive value chain training, and development of technical guidelines and capacity building on sustainable agricultural practices. The following are the minimum qualification requirements for the firm:

- Minimum of 3 years of experience in pro-poor and gender sensitive value chain and agroecology, agricultural research, or a related field (*knowledge and experience working on Climate Smart, Food and Nutrition Security is an added advantage*).
- Strong knowledge of pro-poor and gender-sensitive value chain and agroecology, and sustainable agriculture strategies and practices.
- Must have a proven track record of conducting at least two (2) similar assignments over the past five (5) years in Liberia or any of the Sub-Saharan African countries.
- Should have produced pro-poor and gender-sensitive value chain/agroecology studies and analysis in Africa

- Provide evidence of having produced and disseminated SMS-based weather forecasts and smart climate advisories that results in behavioral change to improve farm productivity.
- Should have produced technical guidelines and capacity building on topics related to pro-poor and gender-sensitive value chains and sustainable agricultural practices.
- Provide evidence of having delivered Climate Smart Agriculture, Climate Information Services, and Food and Nutrition Security (FNS) training in Liberia or the sub-region within the past 18 months, including working with Liberia Agency for Community Empowerment, Ministry of Youth and Sports and Ministry of Gender, Children and Social Protection
- Must present proof (documents) of experience in carrying out this assignment in Liberia, or any of the Sub-Saharan African countries within the last five (5) years
- Proven ability to produce high-quality reports regularly and on time;
- Must be an accredited national or international NGO, or private sector entity by designated authorities in Liberia or its home country; proof of accreditation must be submitted with the EOI.
- Must submit valid Business Registration for operating in Liberia or home country.

Key Staff

1. Executive Director (ED)

The Executive Director will be responsible for managing the activities under the contract and will be the main interface between the firm and the REALISE Project Management Team. S/He will be responsible for ensuring that activities under the contract are implemented in line with the approved work plan. Qualification and experience of the ED are as follows:

- Must have a minimum of bachelor's degree in agriculture, agronomy, business administration, Public Administration, Social Sciences, or a related field.
- Must have 5-7 years of management experience.
- Have led studies and analysis on sustainable agriculture practices, pro-poor and gender-sensitive value chain/agroecology, climate-smart agriculture and food and nutrition security training, livelihood initiatives or community development projects in Africa
- Have accounting and budgeting knowledge.
- Must have leadership experience and must have supervised a team of professionals.
- Must be computer literate.

2. Monitoring and Evaluation Officer (MEO)

The Monitoring and Evaluation Officer will be responsible for tracking training progress and attendance under this assignment and reporting as agreed in the reporting requirements. Monitoring activities under the MEO will also include tracking compliance with all safeguard procedures approved for the project and reporting gaps to management for proper recourse.

- Must have a minimum of an associate degree in Business Management or Social Sciences or a diploma in M&E Training from a recognized institution
- Must have had at least 2 years' experience in monitoring and evaluation activities
- Be able to conduct pre & post-tests before and after training
- Be able to collect, compile, and analyze data
- Be able to design and implement M & E activities, and provide project updates on results/indicators

- Be able to identify and document lessons learned from project implementation and activities
- Have experience writing reports, particularly monitoring reports
- Must be computer literate

3. Agronomy Officer

- The candidate should have at least a bachelor's degree in agriculture, agronomy, Economics, Social science, Geography, or related field; and
- He/ she should also have not less than four (4) years' work experience in providing pro-poor and gender-sensitive value chain/agroecology studies and analysis, climate-smart agriculture, food and nutrition security training in Africa
- Be able to identify and document lessons learned from project implementation and activities

4. Value Chain Specialist

The Value Chain Specialist will lead the design and implementation of the pro-poor and gender-sensitive value chain analysis for the five selected value chains (corn, pulses, cassava, rice, and animal feed). The Specialist will conduct market mapping, stakeholder analysis, cost-benefit analysis, and identify opportunities and constraints for inclusive participation across the value chains. S/He will also contribute to the development of technical guidelines on pro-poor and gender-sensitive value chain development and support the facilitation of the value chain training sessions. Qualification and experience of the Value Chain Specialist are as follows:

- Must have at least a bachelor's degree in Agricultural Economics, Agribusiness, Economics, Rural Development, or related fields. A master's degree in Agricultural Economics, Value Chain Development, or Development Economics will be an added advantage.
- Must have at least five (5) years of experience conducting value chain analysis, market system assessments, or agribusiness development initiatives in Sub-Saharan Africa.
- Must demonstrate experience conducting pro-poor and gender-sensitive value chain analysis.
- Must have experience with market mapping, cost-benefit analysis, and stakeholder analysis.
- Must have experience preparing value chain development strategies and reports.
- Must be able to contribute to training and capacity building activities related to value chain development.

5. Climate Information Services and Agro-meteorology Specialist

The Climate Information Services Specialist will be responsible for the design and provision of weather forecasts and climate-smart advisories via SMS to beneficiary farming groups, farmer-based organizations, and project staff. S/He will work closely with the Agronomy Officer to translate weather forecasts into actionable climate-smart agricultural advisories tailored to the selected value chains and local farming practices. Qualification and experience of the Climate Information Services and Agro-meteorology Specialist are as follows:

- Must have at least a bachelor's degree in meteorology, Agro-meteorology, Climate Science, Environmental Science, or related field. A master's degree in Climate Science, Agro-meteorology, or Climate Risk Management will be an added advantage.
- Must have at least four (4) years of experience working on climate information services for agriculture.
- Must demonstrate experience translating weather forecasts into actionable agricultural advisories.
- Experience with climate-smart agriculture and climate risk management will be required.
- Must have experience supporting weather-based advisory dissemination platforms (SMS, mobile services, or digital platforms).
- Must be able to collaborate with agricultural specialists to develop climate-smart advisory content.

6. Training and Capacity Building Specialist

The Training and Capacity Building Specialist will be responsible for designing and facilitating the Training of Trainers (TOT) sessions for community facilitators, extension staff, farmer-based organizations, and project management team members. The Specialist will develop training manuals, visual learning materials, and participatory learning tools adapted to low-literacy audiences in rural communities. Qualification and experience of the Training and Capacity Building Specialist are as follows:

- Must have at least a bachelor's degree in Adult Education, Agricultural Extension, Rural Development, Social Sciences, or related field.
- Must have at least four (4) years of experience designing and delivering training programs in rural development, agriculture, or climate-smart agriculture.
- Must demonstrate experience conducting Training of Trainers (TOT) programs.
- Must have experience designing training materials for low-literacy audiences, including visual learning tools.
- Must have experience facilitating participatory learning approaches for farmer groups and extension staff.
- Must have experience documenting training outcomes and lessons learned.

Reporting Arrangements

The contracted Service Provider will report to the Deputy Project Coordinator for Economic Inclusion who will oversee the implementation of this assignment and will provide technical comments and adjustments on the various activities.