



**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)
FOR
Climate Smart Agriculture Training and Provision of Climate Information
Services for the Community Livelihood & Agriculture Support Component
of the REALISE Project**

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 16,200 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 would support Beneficiary Farming Group (BFG) to 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 consultant (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 this assignment is to improve climate resilience, increased agriculture productivity, profitability and sustainability for CLAS beneficiaries in rural communities.

The consultant shall undertake the following tasks:

- a. Develop climate-smart agricultural training curriculum and accompanied manuals to facilitate training of Community Facilitator, Farmer Based Organizations, Community Oversight Committee members and beneficiary farming groups. There will be one set of curriculums and manuals for the Community Facilitators and Farmer Based Organizations, and another for the Community Oversight Committee members and beneficiary farming groups.
- b. Collaborate with relevant stakeholders to integrate a Food and Nutrition Security (FNS) training module in the curriculum and ensure appropriate delivery to training recipients.
- c. Train 200 staff of the Community Facilitator, 36 staff from the Farmer Based Organization in the 8 implementing counties; and 5 staff of the Project Management Team. TOT for the CFs and Farmer Based Organizations will be clustered to allow ample time for the CFs to train the beneficiaries for application. However, TOT for the PMT will be conducted in Monrovia.
- d. Conduct needs assessment and identify opportunities on climate resilience and practices for beneficiary farming groups, and a report that outlines challenges and opportunities identified, including evidence.
- e. Provide weather forecasts (remote) and climate-smart advisories via SMS to enhance yield production and report any technological challenges including mitigation measures, and automated link to the REALISE Project MIS.
- f. Conduct at least 4 monitoring activities to ascertain that beneficiaries are applying CSA methodologies and assess the impact of climate-smart initiatives on agricultural productivity, profitability and environmental sustainability of a targeted number of beneficiary farming groups (15% of 432 beneficiary farming groups) by the end of the engagement.
- g. Conduct pre & post-tests via SRIS or Kobo collect on climate-smart training and practices and adjust curriculum according to learnings.

DELIVERABLES

- Inception report including work plan and climate-smart training curriculums and manuals

- Report on beneficiary needs assessment and best practices on climate smart agriculture
- Evaluation report assessing CSA practices in beneficiary communities (e.g. application of training, yield,) and including results of pre- and post-training tests
- Monthly progress reports 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 and best practices on CSA
- Submission of final report, including all relevant material developed and data collected during the assignment. The final report will also cover, details achievements, challenges encountered, mitigation measures employed and recommendations for subsequent implementation. The final report shall be due **15 days before the close of the contract period**

DURATION OF ASSIGNMENT

This assignment is expected to run for seven months commencing October 2024-April 30, 2025, for both Round 1 and 2 of the CLAS component.

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 climate-smart agriculture training and curriculum development. The following are the minimum qualification requirements:

- Minimum of 3 years of experience in climate-smart agriculture, agricultural research, or a related field (*knowledge and experience working on Food and Nutrition Security is an added advantage*).
- Strong knowledge of climate change adaptation and mitigation strategies in agriculture
- 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.
- Must have produced and provided weather forecasts and climate-smart advisories in Africa
- 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.

a. 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 business administration, Public Administration, Social Sciences, or a related field.
- Must have 5-7 years of management experience.
- Have supported livelihood initiatives or community development projects.
- Have accounting and budgeting knowledge.
- Must have leadership experience and must have supervised a team of professionals.
- Must be computer literate.

b. 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 report
- Must be computer literate

c. Program Officer

- The candidate should have at least a bachelor's degree in agriculture, Economics, Social science, Geography, or related field; and
- He/ she should also have not less than four (4) years' work experience in providing climate-smart agriculture training
- Be able to identify and document lessons learned from project implementation and activities

Statement of Integrity, Eligibility and Environmental and Social Responsibility

To: LACE

We declare and undertake that neither we nor anyone, including any member of our joint venture or any of our suppliers, contractors, sub-contractors, consultants, sub-consultants, where these exist, acting on our behalf with due authority or with our knowledge or consent, or facilitated by us, has engaged, or will engage, in any activity prohibited under AFD's General Policy Prevent and Combat Prohibited Practices ("AFD's General Policy") in connection with the present procurement process and (in case of award) the execution of the above-referenced contract ("Contract"), including any amendments thereto.

We acknowledge that AFD's participation in the financing of the Contract is subject to AFD's General Policy. As such, we acknowledge that AFD will not be able to participate in the financing of the Contract if we, including any member of our joint venture, or any of our suppliers, contractors, subcontractors, consultants or sub-consultants are ineligible as a result of a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations or are on any of the following lists (AFD's Sanction Lists) or if we are on any Financial Sanctions List issued by the European Union or by France, accessible here : <https://gels-avoirs.dgtresor.gouv.fr/List>.

We also acknowledge that AFD will not be able to participate in the financing of the Contract if we, including any member of our consortium or our suppliers, contractors, consultants, subcontractors, acquire or supply equipment or operate in sectors under United Nations, European Union or France embargoes.

We shall permit, and shall cause our sub-contractors, sub-consultants, agents (whether declared or not), personnel, consultants, service providers or suppliers, to permit the AFD to inspect all accounts, records, and other documents relating to the procurement process and/or Contract execution (in the case of award), and to have them audited by auditors appointed by the AFD.

We agree to preserve all accounts, records, and other documents (whether in hard copy or electronic format) related to the procurement and execution of the Contract.

Name: _____ In the capacity of: _____

Duly empowered to sign in the name and on behalf of: _____

Signature _____

Dated: _____