



TERMS OF REFERENCE FOR

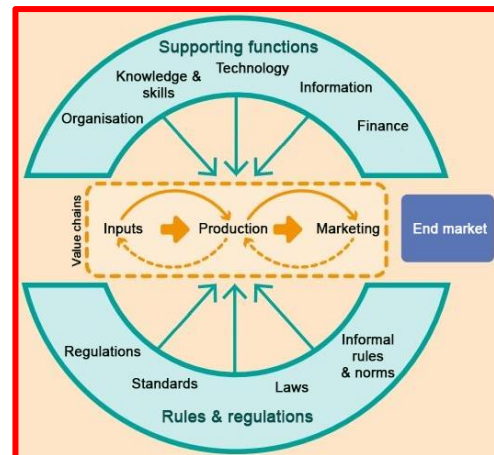
Development of Training Curriculum and Delivery of TOT Training on Financial Literacy

1.1 ORGANIZATION BACKGROUND:

Stitching is an international NGO registered in the Netherlands with over a century-long history of emergency and development aid in several countries, including South Sudan. The organization is implementing programs on sustainable livelihoods, Agriculture and food security, emergency response and recovery, health, and Peace and Justice in South Sudan. The experience and knowledge gained in the target counties have been used for the development of this project (SSADP II).

1.2 PROJECT BACKGROUND:

This ToR is for development of Training Manual and Facilitation of TOT training on Financial Literacy for the “**The Food Security Through Agribusiness in South Sudan Project (SSADP II)**”. It is a five-year project that runs from late 2018 to July 2023 funded by the Embassy of the Kingdom of the Netherlands (EKN) in South Sudan. The overall goal of the project is to improve food security, income, and employment of 10,000 farmer households in selected counties, based on the Making Markets Working for the Poor (M4P) approach and aims at enhancing food security, buying power, and employment position of vulnerable population in Yambio, Torit and Bor counties. It supports the strengthening of market functions and market players to make the local markets more inclusive and more enabling for agribusiness to thrive.



Moreover, the project strives to increase farmers' and agribusiness' (MSMEs, Cooperative, VSLA) access to the organization, technology, markets, and finance. This project is being implemented by a consortium of Cordaid, Agritertra, and SPARK organizations, with Cordaid as the lead consortium agency. The 3 agencies work in close collaboration with the relevant line ministries of the Government of South Sudan, and key stakeholders, including local and international NGOs, UN agencies, and the private sector. Through this project, 10,000 farmers will directly benefit from increased production and productivity through Farmers Economy and Market Association (FEMA), 1000 youths &



women and 750 MSMEs will benefit from Business Development Services, 230 Farmers Cooperatives, and 120 Village Economy, Market and Social Association (VEMSA) will directly benefit from Cooperative Development and VEMSA Development Support. Also, the project will create access to finance in partnership with Rural Finance Initiative (RUF) in a Revolving Loan Fund (RLF) scheme for agribusiness development in the project target counties. The selected value chain includes Maize, Sorghum, Cassava, and Groundnuts. The conceptual model of the project is shown in the diagram in the right.

2. PURPOSE OF THE CONSULTANCY

The primary purpose of this consultancy is to design a financial literacy training package for Cordaid and SSADPII Consortium. The financial literacy training will complement current project training materials and will be appropriate for women and men that have low levels of education; poor or no access to services and markets; and live in disadvantaged or rural areas. The training should have an explicit focus on improving financial decision-making as a farming group with the involvement of women.

A. Design a Financial Literacy Package Including Training and Training Materials

To design the financial literacy training package, the consultant will undertake briefings with the Resilient and SSADPII consortium team and review relevant training materials to understand how the training package should build on best practice and Cordaid existing interventions. The consultant will then design a draft training package including the development of session plans and materials. The training and materials should be simple, participatory, and appropriate for people with low literacy and poor access to financial services. It should also be designed and structured to take into consideration the specific barriers and challenges that women face to engaging with this kind of training and more broadly financial services in Project locations. The training manual should also provide clear and detailed instructions for how to facilitate the training.

B. Provide TOT training to Cordaid and SSADPII Consortium Partners.

Following additional consultations with the SSADPII team, the consultant will run an intense TOT training to Cordaid and Consortium staff in the 3 Project Location (Bor, TOR and yambio). The consultant will provide TOT training to both Project Staff and selected Group leadership members across the 3 project locations. Number of participants in each location will be decided during signing of contract with successfully consultant.

C. KEY Task/Output

1. Undertake an initial briefing with Cordaid staff on the SSADPII Project and consultancy terms of reference.
2. Review Cordaid existing training Materials on Financial Literacy
3. Prepare a training package including development of training materials.
4. Run an intense TOT Training to Cordaid and Consortium project staff in the 3 Project locations (Bor, Torit and Yambio).
5. Prepare a detailed Training Report

4. TIME FRAME

Consultants are advised to come up with training timelines including number of training days in each location using the below table.

Key Activity	DAYS ALLOCATED
Review of Training Materials	
Development of Training Material	
TOT Training in Torit	
TOT Training in Bor	
TOT Training in Yambio	
Report writing	
Final revision and submission	

5. SUPPORT EXPECTED FROM CORDAID SOUTH SUDAN TO THE Financial Literacy Curriculum Development and TOT on Financial Literacy.

Cordaid South Sudan will provide the following facilitation to enable successful completion of the assignment.

- Identification of training Venue and Lunch Allowance for participants
- Printing of Training Manuals
- Mobilization of Staff for training.
- Supervision of the process including working with the team



6. Consultant PROFILE AND REQUIREMENTS

The consultant shall have the following skills and experience:

1. A Masters Degree or equivalent experience in international development; agribusiness; social sciences; gender studies, economics or a related field;
2. At least 5 years experience working in development programming, including experience working within the agricultural sector and/or community based finance and savings;
3. A demonstrated understanding of working with a gender transformative approach within the agricultural sector in international development;
4. Proven experience in designing training packages including the development of training materials and facilitation manuals, preferably in the area of financial literacy, business management or village savings or microfinance; Experience working in complex development contexts is a must, experience working in South Sudan is highly desirable;
5. High quality communication skills, including the ability to speak and write effectively, listen to and facilitate participation from others, including in cross-cultural contexts;
6. Strong time management skills; ability to work with limited supervision; and a consultative approach that is open to feedback; and

7. APPLICATION GUIDELINE

Potential candidates are advised to follow the below guidelines.

- a. A detailed technical proposal document including sample Financial Literacy Training Manual, Training Schedule, Training Methodology etc.
- b. Detailed Financial proposal with detailed budget clearly broken down per clear headings.
- c. Sampled experiences of previous works, similar this assignment.
- d. Curriculum Vitae of the head consultant (s), and 3 references/referees preferably previous organizations for whom the consultant worked.
- e. Profile of the consultancy firm- with proof of compliance to South Sudan legal operation of companies

11. A GUIDE TO THE BUDGET DEVELOPMENT

Item description	Unit	Quantity	Unit cost	Total cost in USD	Remarks
Professional fees cost					
Travel cost (for both International and local flights-Torit, Bor Yambio)					
Accommodation and meals					
Taxes (applicable to international consultants, which is 15% of the cost of the assignment)					



Note: Local Road transport at the project Locations will be covered by Cordaid South Sudan. Meals for participants, Training Materials plus Printing of Training Curriculum will be handled by Cordaid.

12. EVALUATION AND AWARD OF THE FINAL CONSULTANCY

All applications shall be evaluated against the below set of indicators.

Selection criterion	Marks scored
Demonstration of clear understanding of the assignment	10 Marks
Comprehensive outline of how to carry the assignment	20 Marks
Experience and expertise in similar assignments	20 Marks
Clear technical proposal	30 Marks
Clear Financial Proposal	20 Marks
Total	100 Marks

Applications should be submitted to tendercordaidsouthsudan@cordaid.org on or before October 7th, 2022 (South Sudan time), with the subject title of “**Development of Training Curriculum and Delivery of TOT Training on Financial Literacy**”, in a zipped folder.