



## TERMS OF REFERENCE

---

### **Engagement of Firm to undertake SELECTION, PLANNING AND MANGEMENT OF INCOME GENERATING ACTIVITIES Training Sky bird Project- Aweil July 2022**

**Start: 5 July 2022**

**Deadline: 13: July 2022**

#### **1. Background**

##### **1.1 Organizational Background:**

The South Sudan Red Cross (SSRC) was established by law on 9 March 2012 with the SSRC Society Act, 2012. SSRC was formally recognized by the International Committee of the Red Cross (ICRC) on 18 June 2013, making it the 189th National Red Cross or Red Crescent Society in the world. In November 2013, the SSRC was admitted into the International Federation of Red Cross and Red Crescent Societies. SSRC's headquarters is based in Juba with a total of Twenty-one (21) branches and a growing network of units currently with a total of 102 units. There are currently over 275 SSRC staff members across Headquarters and branches and approximately 21,000 volunteers across the country.

The society's work is guided by seven fundamental principles (humanity, impartiality, neutrality, independence, voluntary service, unity and universality) and by Strategy 2030 of the IFRC, which voices our collective vision and determination to move forward in tackling the major challenges that confront humanity in the present decade. All our staff MUST abide by and work in accordance with the Red Cross and Red Crescent principles

##### **1.2 Project Rationale and Description:**

The Sky bird Project is a one-year Project implemented by South Sudan Red Cross with the support of Austrian Red Cross which aims to enable 400 Households – 2,000 vulnerable people to build flood resistant latrines in Aweil

Specifically on Sanitation, the strategy of this project is to place focus on empowering vulnerable groups to address the sanitation needs of vulnerable people, especially women. To achieve this, the project aims at empowering women and men through livelihood activities which ultimately is envisioned to increase their resilience and provide new coping strategies to improve sanitation coverage. Recent research on sanitation marketing approaches that incorporates economic empowerment are more efficient when addressing multiple layers of vulnerability and promoting access to different services and resources.





## 2. Objectives:

The overall objective of the engagement is to provide technical support and guidance to South Sudan Red Cross Chronic Crisis Project beneficiaries through facilitation of- **SELECTION, PLANNING AND MANGEMENT OF INCOME GENERATING ACTIVITIES Training** for selected families and groups.

With the aim of promoting improved equitable access to basic and financial services, while putting into consideration different needs based on gender and other diversity, the project aims to support 200 families who are most vulnerable and at risk of adopting poor hygienic behavior (open defecation). 8 groups which compose of people with disability, women and youth will also benefit from training and business startup kits with each group expected to nominate five (5) representatives. Therefore, the total target participants in 40 individuals.

Specifically, the trainers will support by facilitating a set of trainings to identified beneficiaries which will see to it that the participants:

- a. Understand how to selects an IGA that is suitable for their individual circumstances, after careful consideration of the technical, marketing, and financial aspects of a number of alternative IGAs
- b. Plan for the successful launch of the IGA after the selection has been made.
- c. Manage the IGA effectively, so that the income earned from the IGA matches expectations, and the risk is kept within manageable limits.

## 3. Scope of Work:

The business skills training aims to improve the entrepreneurial performance of vulnerable families and groups through guided self-analysis, stimulating enterprising behaviour and the build-up of business competencies. The action will facilitate customized business skills training for 40 women, men and youth groups aged 17 to 60 years. The facilitators are expected to:

- a. provide business skills training to participants in various sessions following a specific curriculum,
- b. support the participants in developing competitive business plans
- c. assess the business plans submitted by participants and provide them plus SSRC with technical recommendations on the execution of the plans
- d. follow a business plan vetting criteria will include a Business Description, Market Analysis, Business management plan, Critical business risks and mitigations, Costed business start-up and future plan, presentation of skills and business reality.
- e. Sensitize the trainees on the need to form group savings schemes where weekly savings can be pooled together to accumulate a loan fund for members to either expand existing or start new businesses

## 4. Key Deliverables:

The expected outputs of this engagement are:

- a. Prepare training curriculum, course outline
- b. Conduct a practical and robust 5-days training on topics relevant to the group





- c. beneficiaries with limited literacy and numeracy abilities embracing leadership, conflict resolution, disability inclusion and women empowerment
- d. Support each interested participant to develop one individual (as agreed by family) business plan and one plan (as agree by each group)
- e. Provide SSRC with tools on roll out and monitoring of entrepreneurship and business management, financial management and conflict resolution.
- f. Submit a training report to guide future interventions, specifically on training selection and cost-sharing arrangements and funding of business plans

## 5. Final Report Requirements:

The Facilitator is accountable to maintain the requirements for the content, format, or length of the final report, overall quality and approved timelines. Data must be disaggregated by sex, age, disability and other relevant diversity, etc.

## 6. Administrative Arrangement:

### SSRC Responsibility

- Facilitate travel arrangements for the facilitators
- Cover facilitators fee upon completion of deliverables
- Responsible for organizing training venue, meals and stationaries.
- Responsible for printing all training materials as provided by facilitators.
- Ensure signing of the PSEA and code of conduct by the trainers.
- Payment will be 100% at the completion of the work and only by cheque upon submission of the final Report to SSRC/AutRC.

### Firm Responsibility

- Cover accommodation and meal cost for the facilitators
- Engaged trainers will have to follow SSRC PSEA Policy and Code of conduct that will become part of the contract.
- Ensure the actual Training is conducted as per the ToR.
- Facilitate the trainees upon request with all presentations and support training material.
- Ensure that the time scheduled is adhered to.
- Progress updates on the training with SSRC will also be required from time to time.
- The trainers will also be required to present a draft report against which the Project team will provide reviews. The reports should be addressed to the SSRC PMER Coordinator.
- Provide final training report as per the timelines agreed.

## 7. Work Plan:

The activity should take place from the **22<sup>nd</sup> July 2022 to 30<sup>nd</sup> July 2022** and submission of final training report **by 1<sup>st</sup> August 2022**. The proposed work under the engagement is 5 working days (1week) apart from the facilitator's own preparation days of the quality material needed. An indicative time schedule for





the activities to be undertaken is provided below. The facilitators may propose alternative schedules to be agreed by SSRC.

**Proposal can be submitted to SSRC HQ reception in the Tender Box and please register in the submission form otherwise your bid/proposal will be disqualified**

Date	Tasks	Responsible	Remarks
22 <sup>nd</sup> July 2022	Launch of tender	SSRC	
30 <sup>th</sup> July 2022	Deadline for the tender	Firm	
1 <sup>st</sup> - 8 <sup>th</sup> August 2022	Selection of the firm	Firm	
11 <sup>th</sup> -15 <sup>th</sup> August 2022	Contract signing and bookings	Firm	
18 <sup>th</sup> August 2022	Travel to Aweil	Firm	
19 <sup>th</sup> - August-22 <sup>nd</sup> August 2022	Conduct training	Firm	
26 <sup>th</sup> August 2022	Submission of Draft Report to SSRC/AutRC	Firm	
30 <sup>th</sup> August 2022	Provision of comments on the report	SSRC/AutRC	
1 <sup>th</sup> September 2022	Incorporation of report comments in First Draft + submission of final report including business plans developed	Firm	

## 8. Supervision and Reporting

The service provider shall work under the overall supervision of the WASH Officer of SSRC Aweil Branch; and report to the WASH Manager of SSRC based at the HQ.

## 9. Confidentiality:

Across will not communicate to any other third party, whether during or after the execution of the training, any confidential information ('confidential information' includes all reports and internal documents prepared within the scope of the engagement), that they will get through this mission. They will neither publish nor disclose any information specific to the assignment without the prior formal approval of the SSRC and AutRC.

