

Terms of Reference

Contracting Value Chain Mobilizers Smallholder Agribusiness Partnerships Programme

1. Background

The Smallholder Agribusiness Partnership Programme (SAPP) is designed to contribute to Sri Lanka's smallholders' poverty reduction and competitiveness. The programme development objective is to sustainably increase the income and quality of diet of 57,500 smallholder households involved in commercially-oriented production and marketing systems. The SAPP programme is instrumental to achieve GOSL priorities under the national policy framework on rural development through Public, Private, Producer Partnerships (4Ps).

Programme activities were organized around three main Components:

(a) **Component 1: Access to commercial partnerships**

This component includes two sub-components: (1.1) Establishing 4Ps; and (1.2) Institutional strengthening interventions and capacity building of producer groups (within a market-driven model). Further poor young women and men will be supported to become entrepreneurs responding to demand for products or services generated by the 4Ps.

Establishing 4Ps under Component 1.1 has three sub components.

- i. New 4P Schemes led by Private Companies (21,000 HHs). Private company will working with individual farmers.
- ii. Geographical expansion or scaling up of NADeP supported 4P schemes (10,000 HHs)
- iii. New 4P schemes explicitly working with producer/ farmer organizations /Producer Groups/Youth Groups as stakeholders in the 4P business schemes and expected to reach 4,000 households. Depending on the degree of PO development and maturity new 4Ps working with producer organizations will have two models;
 - a. Private sector led 4Ps with POs; Private companies will work with POs
 - b. Mature POs or Farmer COOPs already managing a sizable business

The programme will also aim to support organizational strengthening and capacity building of COOPs, FOs /POs and farmer/youth groups etc. The start-up funding at group level will be complemented with support in the form of business mentoring, training, exchange visits and digressive support to COOPs/FOs / POs and farmer / youth groups for their management.

(b) **Component 2: Access to rural finance.**

This component shall have two sub- components: (2.1) Financing of 4Ps under Component 1; and (2.2) Institutional strengthening for the financial services sector. The component follows the strategies, modes of intervention and investment opportunities that emerge under component 1, and aims at facilitating access to rural financial services in a sustainable manner and at affordable rates.

(c) **Component 3: Programme management and policy dialogue.**

This component comprises two sub-components: (3.1) Programme and knowledge management; and (3.2) Policy dialogue.

2. Programme area and target group.

The programme will have national coverage, though special attention and preference will be given through an evaluation/ selection process, to low income districts and where agri-production potential is high. The programme is demand-driven and the willingness and commitment by stakeholders (agribusiness and value chain actors including the private sector and COOPs/farmer/ producer organizations/Farmer/youth groups) will be critical.

The programme target group comprises 57,500 poor rural households (representing 230,000 individuals) with the potential to become active economic players in a diverse array of value chains; essentially, owning less than 1 ha of land; rely on agriculture for at least 50% of their household income; (monthly incomes average USD 150-200 or below).

3. Scope of work

Value Chain Mobilizers are expected to provide assistance to Programme management to implement SAP Programme activities at grass root level in close coordinating with the 4P promoters, PFIs, beneficiaries of SAPP, PMU and other stakeholders of the programme to implement SAP Programme activities more effectively. The VCM should report directly to the Regional Programme Coordinator of SAPP. The value chain mobilizer should have the capability to work in any part of the country when and where necessary as of the duties assigned by the Programme Management Unit (PMU).

4. Duties and Responsibilities (Main tasks to be performed)

- A. Support and assist in 4P project implementation and monitoring and reporting the progress:
- i) Finalization of farmer identification made by promoter companies or Farmer Producer Organizations in related to the value chain development project assuring the identified farmers are in the SAPP targeting criteria
 - ii) Mobilize farmers to enhance their living conditions through assistance provided by the program coordinating with last mile stakeholders assuring that the beneficiaries are received required assistance
 - iii) Guide/assist farmers in obtaining bank loans and facilities.
 - iv) Participate in farmer awareness and relevant meetings with the promoter company/Farmer producer organization and also guide/assist in the procurement of agricultural equipment & items and other inputs provided to farmers using grant and loans. Certify that the items recommended are received by the beneficiary and are properly channeled to the beneficiary by the relevant promoter company or the farmer/production organization.
 - v) Inspect that the equipment's/or other inputs provided to beneficiaries under the project or projects are utilized properly for the purpose frequently and submit relevant details including photographs of its utilization and ensure that inputs are utilized to achieve expected out puts.
- B. Support/assist in delivering micro loans timely to beneficiaries and ensure better utilization and loan repayments and promote savings and report the progress

- 1) Complete loan application forms provided for the selection of beneficiaries for seasonal loans, capital loans, youth loans and income generation (agricultural) loans as per the targets given for lending under the Micro Finance division and submit to the bank branches.
 - 2) Monitoring of Seasonal loans, Capital loans, IG loans and Youth loans, expeditious attention on loan defaults. Supporting Participating Financial Institutions (PFI) to minimize such loan delays and defaults and report to PMU and encourage farmers in savings.
 - 3) Monitor implementation and progress of youth and IG projects channel through the Micro Finance Division submit progress reports to the PMU.
- C. Support/assist in different types of surveys (Baseline Survey, Outcome Surveys, Farmer Profile and Targeting Surveys) conducted by the PMU or Agencies endorsed by the PMU to gather field level data and information.
- D. Attend to proper maintenance of auto monitoring books provided to the beneficiaries and conduct monthly monitoring and evaluation (M&E) visits and submit reports to the RPC including the income and expenditure of the beneficiaries.
- E. Undertake regular field visits to assist programme delivery at field level, identify problems/gaps and provide possible solutions or report those to management /or connect with relevant stakeholders to ensure that they get solutions timely.
- F. Assist in organizing all planned Technical Training, Gender training, Finance Literacy training, Environment & Nutrition training, Capacity Building training, Exposer visits and Youth Entrepreneurship training in project or projects and submit monthly reports in the relevant forms.
- G. VCM should focus on supporting Institutional Strengthening partners to register farmer groups/societies in under the relevant agencies/authorities in Sri Lankan Government.
- H. Identify success stories or lessons learned by you during Project implementation and monitoring and write case studies/ success stories and submit in any preferred language.
- I. Submit monthly progress reports and work done report to the RPCs.
- J. Represent the programme at relevant functions and meetings and perform any other duty relevant to the programme as may be assigned by the RPC, or the SAPP management.

5. Qualifications:

5.1 Basic qualifications

- i. Should be a Sri Lankan citizen.
- ii. Age below 60 years with good mental and physical health
- iii. Willing to work in any part of the country
- iv. Sinhala or Tamil language skills with English language proficiency
- v. Knowledge and skills in application of Information Technology
- vi. High degree of independence, flexibility and ability to meet strict deadlines.

5.2 Education qualification and experience

- i. Having passed the G.C.E A/L examination 3 subject and at least 3 years' field experience in rural development activities, social mobilizing activities. (preference will be given to candidates who are having experience in working for youth entrepreneur development and agricultural value chain development) OR;

- ii. Having a degree in Agriculture, Agricultural economics or Management from a recognized university or in relevant field, OR;
- iii. Having a 2 year Diploma in agriculture from recognized Institute and having at least 1 years' field experience in rural development/agriculture development activities.

5.3 Preference will be given to those having;

- a. Proven field experience in agriculture/rural development/agribusiness value chain development related activities, Business Development and community mobilization related capacity building.
- b. Working experience in a donor funded project in a similar capacity is desirable.
- c. Sound background in agriculture or agri-business related development work in donor-funded programs and/or government programs.

6. Process of Selection:

- Calling applications by different advertisements such as newspaper, website, social networks and keeping the vacancy open for one month
- Long listing the applications and related CVs to be submitted to selection committee appointed by Programme Director
- Short listing the applicants based on the qualifications educational and field experience by the procurement committee appointed by the Secretary to the Ministry.
- Shortlisted applicants will be called for an interview by the procurement committee.
- Final evaluation will be done by the procurement committee considering the Relevant Experience, Qualifications and Interview Performance as indicated in the evaluation criteria.

7. Method of Selection: NCB method will be followed under non –consultancy services

8. Evaluation Criteria (the following evaluation criteria will be considered with the % weight given below)

Relevant Experience: 50%,

Qualifications: 30%,

Interview Performance: 20%

- At least candidates who get 60 marks or above will be considered as eligible candidates.
- Obtaining NOC from IFAD for the selected candidates
- Signing of contract agreement with the selected candidates based on the IFAD NOC and approval of the LPA.

9. Duration of services: The incumbent will be appointed for the program period i.e. 30 June 2023, subject to annual renewal based on the performances reviewed and assessed by the SAPP PMU.

10. Contract payment: Since this service is for full time and renewal on annual basis, fixed monthly payment of Rs 50,000 will be made for the selected applicant. The NSC approval was

granted on 15th November 2018 for the monthly payment of VCMs. The details of the monthly payment for VCM is as follows

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| Monthly allowance | Rs.15, 000.00 |
| Performance allowance | Rs.18,000.00 |
| Transport allowance | Rs.15, 000.00 |
| Stationary allowance | Rs. 1,000.00 |
| Telephone allowance | Rs. 1,000.00 |