

TERMS OF REFERENCE

Title	Consulting Services for conducting socio-economic study and developing sub-sector planning (Sustainable Agriculture Strategic Planning) at local government level of Smallholder farmers and youth entrepreneurship development based on agriculture and livestock value chain project.
Location	Dangisharan Rural Municipality, Dang, Lumbini province, Nepal
Expected Assignment Period:	Jun 20, 2023 – July 07, 2023 (18-days)
Persons Responsible:	Namraj Adhikari, Focal Person Goma Bhattarai, Project Coordinator

1. BACKGROUND

Nepal Women Community Service Centre (NWCSC) is a consortium partner organisation of Heifer Project Nepal for the implementation of smallholder farmer's and youth entrepreneurship development based on agriculture and livestock value chain project funded by Dangisharan rural municipality and Heifer Project International Nepal.

NWCSC is an independent, non-profit institution established in Dang district in 1993. The organisation promotes inclusive economic, social, and ecological development to make an effective contribution towards sustainable and widespread prosperity in developing and emerging economies. With this objective in mind, NWCSC offers the chance to economically and socially disadvantaged people to improve their lives on their own initiative.

The main purpose of this partnership project is to increase income generation of smallholder farmers by involving them in agriculture production, agriculture enterprise, increase in financial access, and develop market linkages. Agri-livestock Sectoral Strategic Planning and socio-economic study report are the important documents that will help to guide municipality about the potential interventions to be made in the future. In connection with this, the TOR is prepared to hire a competent consulting firm or short-term consultant to develop **Sustainable Agriculture Strategic Planning and socio-economic study** in local government of Dangisharan rural municipality of Dang district.

2. OBJECTIVE

The overall objective of this assignment is to work closely with NWCSC, Heifer Project Nepal and Dangisharan rural municipality team to conduct socio-economic study and prepare a sustainable agriculture and livestock strategic planning.

The specific objectives of the study are as follows-

- Develop sustainable agriculture and livestock Strategic Planning at rural municipality level.
- Conduct a socio-economic study focused on ward no. 6 to identify current agriculture and livestock practices, issues, challenges and recommend opportunities and scope of work for the enhancement of production and productivity.
- Conduct consultative and validation workshops at different levels on the Agriculture Strategic Planning process.

3. SCOPE OF WORK

The specific scope of work includes:

- Develop Key Informant Interview (KII), Focus Group Discussion (FGD) check lists and survey questionnaires.
- Conduct FGDs and KII.
- Collect primary data by mobilization of Community Facilitators through Project Partners.
- Conduct half-day orientation meeting to Community Facilitators on the questionnaires.
- Collect required primary/secondary data/information about agriculture and livestock value chains in concerned Local Government's representatives and officials.
- Conduct two-days consultative workshop on Agriculture Strategic Planning in Local Governments level. The main participants will be- elected representatives of local governments, sectoral officials, farmers' representatives, project partners, stakeholders etc.
- Conduct half-day validation workshop on produced draft Agriculture Strategic Planning document at palika level.
- Prepare and submit one hard copy of final report with soft copy on Agriculture Strategic Planning.
- Closely work with concerned Heifer's Program Officers, Project Partner staff, and palika

4. METHODOLOGY

- Review of existing literature, reference materials, reports etc. of Agriculture-Livestock sectors
- Develop questionnaire for collection of primary data and checklist on KII and FGD.

- Conduct KII with local government elected representatives and their concerned officials.
- Conduct FGD at farmer's level
- Prepare rural municipality level framework of Agriculture Strategic Planning.
- Organize 2-days consultative workshop on agriculture strategic planning at rural municipality level.
- Prepare draft copies of both the assignments (Economic study and Agriculture strategic planning)
- Conduct a half-day validation workshop on produced draft plan.
- Prepare final document after incorporation of comments received from validation workshop.
- Discuss with Heifer staff, project partner staff and project stakeholders including palika.

5. OUTPUTS/DELIVERABLES

The consultant shall submit the following output and deliverables in two hard copies and soft copy of each of the following documents to Palika through Project Partner and Heifer after completion of tasks:

- Submit two final copies of Agriculture Strategic Planning and socio-economic study document to Palika.
- Prepare brief proceedings of strategic document and socio-economic survey.
- Prepare detail schedule of consultative workshop events .
- Make detail field visit plan for enumerators (Community Facilitators) including KII and FGD.
- Prepare milestone report of the whole study.

6. MINIMUM REQUIREMENTS/EXPERTISE

- A Master's degree in Agriculture Economics, Agriculture Science or Social Sciences, Rural Development and any other relevant degrees with proven experience in related field.
- The consultant must have acquainted in-depth knowledge, expertise, and experience on Strategic Planning and socio-economic sectors.
- The consultant must have training, workshop, field facilitation skills and adequate knowledge on the preparation of strategic planning, plans development, socio-economic finding reports etc.
- Well understanding of agriculture-livestock value chains.

- Proficient computer skills especially with MS Office package (both Nepali and English); and
- Consulting firm should have work experiences profile, registration certificate, tax clearance certificate and PAN/VAT registration. In case of individual consultants should have PAN/VAT registration.

7. ASSIGNMENT MANAGEMENT TIMELINE AND DURATION

The consultant will work with Focal Person and Project Coordinator of NWCSC and in close coordination with Dangisharan rural municipality and Heifer team. **Up to 18 workdays** is provided for assignment to be completed from **Jun 20, 2023 – July 07, 2023**.

Provided the total **18 workdays**, the consultant shall start the assignment starting from **18th June 2023** and should be completed by **July 07, 2023**. The tentative activities schedule are as given below:

- Review of existing literature, materials and reports of agriculture value chains including Agriculture Strategic Planning and socio-economic study.
- Develop check list on KII and FGD.
- Conduct KII with local government elected representatives and their officials.
- Conduct FGD with farmers at ward levels.
- Prepare framework of Agriculture Strategic Planning.
- Prepare 2-days consultative workshop on agriculture strategic planning.
- Conduct half-day validation workshop on produced draft report.
- Discuss with Heifer staff, project partner staff and project stakeholders.