

**Call for proposals
for
1-0107-19-0112
Community Based Trainers VSLA
NURI
June 2019**



1. Background

NURI (Northern Uganda Resilience Initiative) is one of several development engagements under the Denmark-Uganda Country Programme 2018 – 2022. The Country Programme aims to contribute to poverty reduction through inclusive and sustainable economic growth, promoting democracy, good governance and human rights and support Uganda’s stabilizing role in the region.

The Country Program is divided into two Thematic Objectives; UPSIDE (Uganda Programme for Sustainable and Inclusive Development of the Economy) and UPGRADE (Uganda Programme for Governance, Rights, Accountability and Democracy)

NURI is one of three Development Engagements under UPSIDE and contributes to the objective of sustainable and inclusive economic growth. The total Danish contribution to NURI for the period 2018-2022 is DKK 285 million over the five-year period 2018-2022, with one output area starting in 2018, and two output areas starting in 2019. DKK 35 million of the budget frame derives from the Danish Climate Change Envelope (CCE).

The objective of NURI at outcome level is *enhanced resilience and equitable economic development in supported areas of Northern Uganda, including for refugees and refugee-hosting communities*. NURI will pursue this objective by supporting activities in climate smart agriculture, rural infrastructure, and water resources management. Activities in support of agriculture focus on improving farmers’ knowledge on climate-smart production methods, as well as their understanding of and ability to engage with markets and services. Support to rural infrastructure and water resource management are in those areas that contribute to agriculture sector outcomes, particularly access to markets and improving water resource management within the landscape.

In order to support Uganda’s progressive refugee policy and the nexus between development and humanitarian action, refugees and their host communities will be among the beneficiaries in those NURI districts hosting refugee settlements.

Within the economic development focus of the UPSIDE programme, which recognises the importance of the agricultural sector and specifically private sector actors within it, NURI will focus on up-stream value chain activities having mainly to do with primary production, while other engagement partners; aBi and TMEA, will focus on activities and actors further along the value-chain. NURI’s focus on equitable market linkages, including links to financial services, will provide opportunities for synergies with aBi and TMEA, that will contribute to the achievement of UPSIDE objectives.

To engage some of the major challenges facing Uganda's economy today including the impacts of climate change, population growth, gender inequality and youth unemployment, NURI will strategically focus on Climate Smart Agriculture (CSA) including access to markets and managing water in the landscape, as well as participation and empowerment of women and youth, and improving access to and information on Sexual and Reproductive Health and Rights (SRHR) services.

NURI is implementing its Village Savings and Loans Association (VSLA) activities through Community Based Trainers (CBTs) and has decided to acquire the services of CBTs through an open tender.

2. General Assignments to be carried out under the service

- Train farmer groups in formation and operation of VSLA
- Monitor, supervise and mentor the formation and operation of VSLA
- Agree activities on a monthly basis through monthly meetings with the VSLA Supervisor.
- Collection of VSLA financial data for the groups under your supervision on a monthly basis.

3. Responsibilities/tasks

Main tasks

- Training farmer group in the VSLA methodology as indicated in the NURI VSLA manual;
- Supervision, mentoring and support sessions with each farmer groups in operation of VSLA;
- Ensuring effectively operating VSLA in each farmer group;

Deliverables

A consultant is expected to deliver services to maximum two farmer groups per day and the number of farmer groups per consultant will be adjusted accordingly.

Period of delivery of consultancy service at the location of the farmer groups is indicated as week number after start of each farmer group.

- a) Week 1 to 4: Seven VSLA training modules with each farmer group, at least one session per week per group. Each session should last 2 - 3 hours.
- b) Week 5 to 20: Weekly sessions with each group, each session lasting 2 - 3 hours. The consultant should during these sessions support the groups' formation and operation of VSLA.
- c) Week 21 to 36: One session with each group every other week, each session lasting 2 - 3 hours. The consultant should during these sessions support the groups' operation of VSLA.
- d) Week 37 – 52: Monthly sessions with each group, each session lasting 2 - 3 hours. The consultant should during these sessions support the groups' operation of VSLA.
- e) Monthly reporting to the VSLA Supervisor of progress, one consolidated report for all farmer group and VSLA financial data per group.

4. Demand profile/Qualifications for the consultant

Mandatory qualifications

- Fluency, written and spoken, in the local languages (Acholi, Alur, Lugbara).
- Ability to speak, read and write English
- At least a certificate in primary teacher education or its equivalent

Minimum Experience and Skills

- Experience in training and monitoring of VSLA groups.
- Practical experience in supporting village savings and loan Association.
- Experience in facilitating trainings using the adult learning methodologies.
- Experience in working with low literacy communities especially in low resource settings

5. Consultant's Output

The consultant will perform the services on the locations of the farmer groups and in meetings with the VSLA Supervisor. The assignment is expected to end 52 weeks after commencement.

The consultant will submit progress reports at the end of every fourth week to the VSLA supervisor. The reports should describe the progress during the foregoing four weeks.

The consultant must in general be accessible for mobile telephone communication throughout contract period. The consultant is required to possess a mobile telephone and a network subscription relevant for the consultant's work location.

6. Contractors input

NURI will not reimburse expenses in relation to travel and communication etc.

NURI will orient the consultant on the NURI VSLA manual, reporting formats etc. during an orientation session.

If the consultant chooses to accept, NURI can avail a bicycle for the consultant's use during the assignment. The consultant is in that case expected to by the end of the assignment return the bicycle in the same state as initially availed, except for normal wear and tear. Maintenance and repair of the bicycle during the contract period is at the consultant's expense.

Payment according to the contract will be provided after each report submission and subsequent approval by the implementing partner. The value inclusive of all taxes, fees etc. of the consultancy contract, which covers a period of a year, cannot exceed UGX 3,300,000.

The contract may, if mutually agreed in writing, be renewed by one year at a time.

7. List of sub-counties

NURI is planning VSLA activities in the following sub counties:

NURI implementing unit	Sub-county	NURI implementing unit	Sub-county	NURI implementing unit	Sub-county
Agago	Adilang	Zombo	Akaa	Lamwo	Madi Opei
	Kotomor		Atyak		Paloga
	Lamiyo		Paidha/Abanga		Padibe East
	Lira Palwo		Warr		Palabek Kal
	Lokole		Zeul		Lukung
	Omot				Lamwo Settlement
	Parabongo				
	Patongo				
Pakwach	Panyango	Kitgum	Orom	Arua	Vurra
	Wadelai		Namukora		Arua Settlement
			Lagoro		Rhino camp
			Kitgum Matidi		Ogoko/Pawor
Nebbi	Akworo		Labongo Amida		Logiri
	Erussi/Parombo		Labongo Layamo		
			Labongo Akwang		

The consultant should if needed be willing to relocate to be able to perform the consultancy. NURI cannot finance any expenses related to relocation, transport etc.

8. Selection method

The consultancy fee is fixed, which means the consultants will be selected based on the highest score from the evaluation of experience and skills.

Points on a scale of 1-5 will be applied to each of the points under the paragraph “Minimum Experience and Skills”.

9. Submission of bid

Interested individuals should submit the following documents:

- 1) A description not exceeding 2 pages of level of education, experience and skills
- 2) Copies of relevant certificates
- 3) Letter of recommendation from the LC, where the applicant is resident, signed by at least three members of the committee
- 4) A one-page letter confirming the willingness to take on the assignment according to the above conditions

The above documents can be submitted by e-mail to: cbt@nuri.ag

or

the above documents can be **hand delivered** to one of these NURI implementing units:

- Coordination Function, Umoja House 2nd Floor, plot 20 Nakassero Road, Kampala
- RAU Kitgum/Lamwo, plot 44 General Tito Okello Road, Auch Hilltop Village Kitgum Municipality or field offices located Palabek Kal and Padibe town Councils respectively
- Arua District Farmers Association (ARUDIFA) Offices, plot 15, Okuti Lane, Arua Municipality
- RAU Agago, Patongo Town council
- Agency for Accelerated Rural Development (AFARD) offices, Nebbi Municipal council, plot 3-5, Butime Road, Nebbi

If submitted by **e-mail**, the e-mail subject should contain the name or names of the sub counties, in which the individual is interested in performing the VSLA services. The name of the sub county must be spelled as in the table above.

If submitted by hand, the envelope should be marked “CBT” followed by the name of the sub county, in which the individual is interested in performing the VSLA services. Address the letter to the Coordinator.

No fee should be paid to submit documents, participate in this tender etc.

Submission of documents must happen no later than 12 July 2019 at 1 pm. Contract start is expected during the month of July – beginning of August.