



TERMS OF REFERENCE

CONSULTANCY SERVICES TO TRAIN CAADP-XP4 IMPLEMENTING COUNTRIES ON RESOURCE MOBILISATION AND FACILITATE PROPOSALS WRITESHOPS

A. INTRODUCTION

The Centre for Coordination of Agricultural Research and Development for Southern Africa (CCARDESA) is a SADC subsidiary mandated by Members States to coordinate regional cooperation in agricultural research and development is implementing the Comprehensive Africa Agriculture Development Programme EX Pillar 4 (CAADP-XP4) Programme on Agricultural Research and Innovation. This programme is being implemented under the EU's "Development Smart Innovation through Research in Agriculture" (DeSIRA) initiative. CCARDESA is implementing this programme in partnership with other Ex-CAADP Pillar 4 Africa institutions comprising; African Forum for Agricultural Advisory Services (AFAAS), the Forum for Agricultural Research in Africa (FARA), the West and Central African Council for Agricultural Research and Development (CORAF) and the Association for Strengthening Agricultural Research in East and Central Africa (ASARECA). The CAADP-XP4 Programme is financed through the International Fund for Agricultural Development (IFAD) for a period of four (4) years 2019-2023. Its implementation focus is in 7 SADC target countries (i.e. *Botswana, Eswatini, Mozambique, Namibia, Tanzania, Zambia and Zimbabwe*).

The CAADP-XP4 programme supports a science-led and climate-relevant agricultural transformation in Africa and aims at strengthening the capacities of CCARDESA to deliver on their Agricultural Research for Development (AR4D) mandate and to collectively support African countries implement relevant programmes of the Comprehensive Africa Agriculture Development Programme (CAADP) through: inclusive regional and international partnerships; production and exchange of climate relevant agricultural knowledge; effective communication, monitoring and evaluation; promotion of systemic and effective use of science, knowledge and innovation; and representation of the Sub Regional and National Organizations at Continental level.

The programme seeks to achieve five outputs and one of them is *Multi-stakeholder Partnerships for innovation established and in Operation* which entails enhancing partnerships among the multi-stakeholders across sectors and strengthening capacities of the implementing countries on resource mobilisation and development of bankable proposals in order to realize the outputs of the programme.

CCARDESA intends to embark upon mobilisation of international expertise and exchange as well as working collaboratively with international organizations to strengthen capacities of the targeted national organisations to realize the outputs of the program. As part of accomplishing this key activity, CCARDESA will train country stakeholders on resource mobilisation and management in conjunction with international experts. Mapping of organizations to be targeted for resource mobilisation will be done as well as convening training on climate finance and other issues for the targeted stakeholders. Stakeholders within the national agricultural research and extension system will be supported to participate in joint climate-relevant project proposal write-shops.

CCARDESA seeks to engage a Consultant to build capacity amongst the CAADP-XP4 national implementing partners on mobilization of climate finance through writing bankable proposals.

B. PURPOSE AND OBJECTIVE OF THE ASSIGNMENT

The main purpose of the consultancy is to build capacity amongst the CAADP-XP4 national implementing partners on resource mobilization including in the area of climate finance through writing fundable proposals. Besides developing new project proposals, the objective of the assignment is to adapt and technically review existing climate relevant concept notes and proposals to the needs of the implementing countries.

The specific objectives of the assignment include:

- To conduct resource mobilisation training for representatives of national partners from the seven CAADP-XP4 implementing countries (Botswana, Eswatini, Mozambique, Namibia, Tanzania, Zambia and Zimbabwe);
- To conduct proposals writeshop(s) which includes supporting the participants to adapt the existing climate relevant concept notes and proposals to meet the needs of the national implementing partners or develop new concept notes and proposals.

C. SCOPE OF WORK

The Consultant will work closely with 2 technical staff from CCARDESA. In executing this assignment, the consultant will undertake the following specific tasks:

1. Develop proposal writing training materials;
2. Conduct virtual training of 105 participants (15 per country) from the seven CAADP-XP4 implementing countries;
3. Document potential calls for proposals and share them with CCARDESA fortnightly;
4. Facilitate response to call for proposals through preparation and submission of concept notes and proposals to any active calls;
5. Finalise concept notes and proposals from the CCARDESA's project pipeline;
6. Prepare training and writeshop reports.

D. DELIVERABLES/OUTPUTS

1. A detailed Inception Report which outlines the methodology and Gantt chart showing agreed dates of delivery of specified deliverables;
2. Proposal writing training materials;
3. Final concept notes and proposals from the CCARDESA's pipeline;
4. A monthly update on relevant calls for proposals and response actions facilitated by the Consultants;
5. Five final bankable proposals with at least two submitted to donors/calls;
6. Training and writeshop reports.

E. QUALIFICATIONS AND WORK EXPERIENCE

The Consultant should have the following qualifications.

- i. At least MSc in Agriculture and Environmental Science or any closely related qualification;
- ii. Minimum of 10-year experience in facilitating training in resource mobilisation and facilitating proposal writing trainings;
- iii. Demonstrate experience and expertise in developing bankable climate relevant proposals with traceable record of funded proposals;
- iv. Evidence of experience in accessing climate or agriculture finance as well as understanding of climate change and agriculture production systems efforts in the SADC region;
- v. Experience in using virtual platforms.

G. REPORTING

The Consultant will report to the CAADP-XP4 Programme Coordinator and work very closely with the Programme Officer.

H. DURATION OF THE ASSIGNMENT

The assignment is expected to last for a maximum of 30 input days spread over 60 calendar days.