**TERMS OF REFERENCE**

**REQUEST FOR CONSULTANCY SERVICES ON LIVELIHOODS AND FINANCIAL LITERACY, SHOP MANAGEMENT TRAINING FOR ONBOARDED YOUNG PARAVETS IN THE CATTLE CORRIDOR**

**1. Background and Context**

Livestock Development Forum (LDF) is currently implementing a project titled “Youth employment through provision of veterinary extension services” along the cattle corridor in Uganda” funded by Private Sector Foundation Uganda (PSFU) with support from Master card foundation (MCF). In this project, LDF aims to support young para-vets aged 18-35 years access employment through provision of veterinary extension services by onboarding them to the cooperatives or veterinary drug shops, and ultimately increase their income and the livelihoods of their households.

Livestock Development Forum, an association which brings farmers together, providing a platform for advocacy and capacity development for sustainable livelihood. the forum has also been active in supporting and strengthening the cooperatives in their growth and development more so in the western region.

However, livestock farming in Uganda today is faced with several challenges among these include fake drugs and acaricides in the market, limited access to veterinary extension services, fluctuating prices for animal products. Weak enforcement of the existing policies among others. Despite the presenting opportunities for the demand of veterinary extension services, most young vets finish school and stay redundant waiting for government recruitment which hardly comes and when it comes does not accommodate all the participants.

**2. Purpose**

In order to ensure sustained jobs and increased incomes of the young para-vets, and of their households, Livestock Development Forum is planning to conduct a financial literacy training to support individual para-vets as well as their saccos. You are required to come up with appropriate training program to impart these skills.

 **3. Objective**

The objective of the assignment is to build the capacity of the key stakeholders in the veterinary value chain more especially the shop attendants and the young para-vets in managing extension services as business

**4. Scope of Work**

* Prepare training materials: including developing a methodological note that outlines the

overall training process including:

* Review and adapt training materials, in coordination with the key actors in the value chain and project staff
* Prepare presentations and handouts.
* Prepare final agenda for the training of the shop attendants and the para-vets
* Prepare pre and post assessment knowledge survey and training evaluation.
* Subject the participants to pre and post assessment knowledge surveys and training evaluations
* Ensure daily registration of the participants during the trainings

LOT 1.

* Conduct a training in the Districts of Kumi, Soroti, Amuria, Kapelebyong, Katakwi, Serere, Ngora, Napak, Palisa

Lot 2,

* Conduct training in the districts of Kyankwanzi, Kiboga, Nakaseke, Masindi, (Nakasongola & Kiryandongo),

Lot 3.

* Conduct training in the districts of; Gomba, Sembabule, Lyantonde, Kiruhura, Isingiro, Ntungamo, Kazo.

**5. Out puts and Deliverables**

|  |  |  |
| --- | --- | --- |
| **S/N** | **Out puts**  | **Deliverables**  |
| 01 | Inception report submitted  | Inception report  |
| 02 | Training materials developed  | Training materials  |
| 03 | Final agenda for the training developed  | Training agender  |
| 04 | Pre and post assessment tool developed  | Pre & Post assessment  |
| 05 | Dailly registration sheets generated  | Participant’s registrations  |
| 06 | Draft report submitted  | Draft report  |
| 07 | Final training report submitted  | Final report  |

**6. Desirable Qualifications**
Masters’ degree in business management, Finance, Education and Economics or related field or a combination of bachelor degree and minimum 5 years of relevant experience
• Trainers have recognized qualification/s in the field/s of training is highly desirable

• Over 5 years of Experience working in the field of business training/coaching, small
 business/livelihoods setting up is required
• Experience working in the area of training or capacity building of youths is of added advantage
• Good report writing in English is highly desirable

**5. Duration**

The consultant is expected to spend a maximum of 14 days during preparation of the required training materials.

**7. Technical and Financial proposal**

The applicant should submit a technical and financial proposal for this work. The financial proposal should exclude field-related expenses for the participants, venue hire, meals, and accommodation.

**8. How to Apply:**

Interested persons can send their technical and financial proposals to email: simon.muron@ldfafrica.com. Or hand deliver to LDF office at plot 54-56 Semawata Rd, Ntinda. For any further guidance Tel: 0752926515