



## **Terms of Reference (ToR)**

### **Assessment of Income Generation Potential for Women in Nong/Sepon District**

#### Background

DVV International is the German Adult Education Association and has been supporting adult and non-formal education and lifelong learning in Lao PDR since 2009. On village level, this has been done through the establishment of 24 Community Learning Centres (CLCs) in the Districts Nong and Sepon in Savannakhet Province. Many of these CLCs have been supported through training and equipment over the years in collaboration with the Department of Non-Formal Education of the Ministry of Education and Sports. In recent months, skills trainings took place with the aim to increase the capacities of villagers to raise an income themselves.

In its next 3-year project phase, DVV International will have a particular focus on supporting women through the non-formal system. On the micro level, the following objective has been set: “The capacities of women, embedded in CLC structures, to generate income in rural and remote areas have been strengthened through income generating activities including mobile skills trainings.” The corresponding indicator is: “100 women in Nong and Sepon have increased their income by at least 50 % by the end of the funding period.”

#### Objective:

The assessment is meant to lay the foundation for activities contributing to the above-mentioned objective. In collaboration with the DVV Project Manager and the DVV local office in Sepon the contractor should respond to the following questions:

- Which villages are most suitable to be included in the project?
- What are the activities that are most promising to generate income in the selected villages?
- What should the criteria be to select the members of the target group?
- What kind of trainings and activities will be necessary to achieve the objectives?
- In what way should data about the increase of income be collected?



## Methodology

Through the provision of documents and interviews with DVV staff an inception report should be prepared (desktop research). Afterwards the contractor is required to travel to Nong and Sepon and determine, through consultation with Non-formal education structures in Nong and Sepon, with the DVV office in Nong and, most importantly, through field visits in villages of the district, the way forward for the project. DVV International will be able to provide some logistical support.

The contractor is expected to undertake the following tasks:

- Write a short inception report outlining the main findings of the desktop research
- Provide a comprehensive report in English outlining the areas with the best potential for the income generation of women and concrete steps to be taken to achieve the envisaged project objective.
- Provide a summary in Lao language.
- Conduct a presentation for DVV International and the Lao counterparts

Ideally the work should be finished by mid-December 2020.

## Selection criteria:

The contractor will be chosen based on the following criteria:

- Experience in conducting assessments and feasibility studies (20 %)
- Experiences in (non-formal) education in Lao PDR (20 %)
- A convincing methodology (30 %)
- The volume of the budget (fee costs) (30 %)

Applications including a draft methodology, a CV of the involved staff and a proposed budget should be sent to the Regional Director of DVV International, Dr. Johann Heilmann by email ([heilmann@dvv-international.la](mailto:heilmann@dvv-international.la)) until 20<sup>th</sup> September 2020. Questions for clarification can be sent until 10<sup>th</sup> September 2020.