



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

### **Feasibility Study on the Potential of Online Teaching and Learning in Non-Formal Education in Lao PDR**

#### Background

DVV International is the German Adult Education Association. It has been supporting adult education and lifelong learning in Lao PDR since 2009, which meant, to a large extent, supporting the non-formal education sector. In this context, the Non-Formal Education Development Centre (NFEDC) has been an important partner. As a sub-structure of the Department for Non-Formal Education (DNFE) of the Ministry of Education and Sports (MoES) it is the task of the NFEDC to provide services such as consultancy, capacity building and resources to the various structure of the non-formal education system as well as to do further research on non-formal education topics.

In the project phase 2021-2023, DVV International aims at further strengthening NFEDC. The project objective related to NFEDC therefore reads: “The Non-Formal Education Development Centre (NFEDC) is recognised as the central provider of capacity building, research, material and resources for non-formal education and actively provides services to actors in the NFE system.” One of two related indicators reads: “One annual study implemented by NFEDC contributes to improving the data base in NFE. Analysing the needs in non-formal education, NFEDC and DVV International agreed to conduct a feasibility study on the potential of online learning and teaching in the non-formal education sector in Lao PDR. Online or long-distance learning and teaching tools are widely seen as having great potential to serve the needs of people willing to learn. The target groups of non-formal education are mainly people who have dropped out of the formal education system or who have never attended school at all.

#### Objective:

The contractor is expected to conduct the intended feasibility study together with staff members of the NFEDC in order to ensure a know-how transfer from the contractor to NFEDC. It is therefore expected that the contractor includes some capacity building elements for NFEDC staff members prior to the study.

The feasibility study is then expected to answer the following questions:

- Is it at all feasible to use online teaching and learning in NFE in Laos given the limited resources of the NFE system and the weak infrastructure in many target regions?
- How can, if at all, online teaching and learning be used in NFE?



- What should be the first steps to implement online teaching and learning in Lao PDR?
- What are the obstacles that need to be overcome to implement online teaching and learning in NFE?

### Methodology

The feasibility study should start with a short inception phase gathering some NFE Data, studying relevant documents and conducting interviews in Vientiane. This should result into an inception report that outlines the detailed methodology of the study.

Before the implementation of the study the contractor should provide capacity building to NFEDC staff in order for them to understand about the methodology, to learn about the requirements of such a study and in order to be prepared for taking part in the study.

This should be followed by field research implemented by the contractor and the NFEDC team. Based on the desk research and the field research the contractor is then expected to write a report based on the questions set above. He is also expected to do a de-briefing session with the NFEDC colleagues and do a final presentation at an NFEDC event.

The work should be finalized until the end of April 2021.

#### Selection criteria:

The contractor will be chosen based on the following criteria:

- Experience in conducting feasibility studies/evaluations (20 %)
- Experiences in (non-formal) education in Lao PDR (20 %)
- A convincing methodology (30 %)
- Budget (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 17<sup>th</sup> January 2021. Questions for clarification can be sent until 23<sup>rd</sup> December 2021.