Regional Agency for Agriculture and Food
Agence Régionale pour l'Agriculture et l'Alimentation
Agência Regional da Agricultura e Alimentação

TERMS OF REFERENCE

SELECTION OF THREE (03) LOCAL NGO TO PROVIDE TECHNICAL SUPPORT TO BENEFICIARIES OF THE PROJECT TO PROMOTE CLIMATE-SMART AGRICULTURE (CSA) IN WEST AFRICA IN THE FOLLOWING REGIONS : UPPER EAST ; NORTHEN ; UPPER WEST AND SAVANNAH IN GHANA

Référence ° :	**ARAA/AIC/2025/AMI/010**
Contracting authority :	*Agence Régionale pour l'Agriculture et l'Alimentation (ARAA) de la CEDEAO*
Project :	*Regional project to promote climate-smart agriculture (csa) in west africa*
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BOAD

ADAPTATION FUND

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I. BACKGROUND AND JUSTIFICATION

Analysis of climate change in West Africa shows a clear trend towards decreasing rainfall and increasing temperatures. This phenomenon, which is illustrated by the southward shift in isohyets, reflects a general trend towards aridification of the climate from north to south. Although this is a regional phenomenon affecting all the countries in the region, the responses have often been conventional, or even unsuitable for reducing people's vulnerability to the harmful effects of climate change. In spite of diversified interventions, the vulnerability of populations to climate change, the drop in agricultural yields, food and nutritional insecurity and the increased vulnerability of agricultural production systems due to the adverse effects of climate disruption are all on the increase. As a result, it is estimated that by 2100, West Africa will suffer the highest agricultural losses in the world, between 2 and 4% of its GDP, and 75% of the African population could be exposed to hunger (CILSS, 2015). At the same time, West Africa, even though it accounts for less than 1% of global emissions, is emitting greenhouse gases, contributing to the exacerbation of rising temperatures, with its corollary, climate disruption.

It is in this context that the ECOWAS Heads of State strongly recommended the promotion of Climate Smart Agriculture (CSA) as a means of reducing the vulnerability of rural populations. Climate-smart agriculture meets the threefold challenge of: (i) adapting to climate change; (ii) increasing yields, and hence production, food security and farmers' incomes; and (iii) mitigating greenhouse gas emissions. To that end and to implement the recommendation of the Heads of State, the West African Development Bank (BOAD), an accredited entity of the United Nations Framework Convention on Climate Change (UNFCCC) Climate Change Adaptation Fund (CAF), in collaboration with the Economic Community of West African States (ECOWAS) Commission, has mobilized USD 14 million from the said Fund for the development of a Regional Climate Smart Agriculture Project. The Regional Agency for Agriculture and Food (RAAF) is the Executing Entity of the project.

The project aims to reduce the vulnerability of farmers and pastoralists to the adverse effects of climate change, which affect food security, income generation and ecosystem services in the poorest communities.

The specific objectives of the project are to:

(i) build knowledge and technical capacity through regional and local interaction to promote agricultural practices that are resilient to the adverse effects of climate change ;

(ii) scale up best practice in adapting to climate change in agriculture and pastoralism at local and regional level ;

(iii) share knowledge and disseminate lessons learned on resilient best agricultural practices related to climate-smart agriculture.

The project is being implemented in five (05) countries: Benin, Burkina Faso, Ghana, Niger and Togo. As part of the project's implementation, local technical support will be provided to beneficiary farmers to ensure the effective implementation of the project's adaptation measures. This support will be provided by local NGOs that are well established in the project's regions/communes and are familiar with the agricultural practices being promoted. Three (03) local NGOs will be recruited to cover the beneficiary regions**.**

These terms of reference have been drawn up to describe and establish the basis and conditions for the selection of three (03) local NGOs to carry out these services in the Upper East, Northen, Upper West and Savannah regions of Ghana respectively.

II. OBJECTIVES

a. General objective

The main objective of the mission is to provide technical assistance through local support to farmers benefiting from the project by maintaining permanent contact with producers in the field to ensure that CSA practices and technologies already identified are properly implemented..

b. Specific objectives

Specifically, the mission will enable us to:

a) train farmers and raise their awareness of climate-smart agriculture (CSA) practices;
b) provide support for the implementation of environmental and social measures;
c) collect complaints in accordance with the procedures established by the BOAD complaints collection and management mechanism ;
d) set up a database on the various actions and beneficiaries.

III. EXPECTED RESULTS

The local NGO recruited is expected to achieve the following results:

a) farmers have mastered and adopted climate-smart agriculture (CSA) practices ;
b) the adaptation of agricultural areas, the increase in yields and agricultural production, and the restoration of the ecosystem to sequester greenhouse gases are assured, verifiable and measurable;
c) the environmental and social measures in the environmental and social management plan are implemented;
d) complaints raised in connection with the implementation of sub-projects are documented and satisfactorily dealt with;
e) databases on successful experiences and lessons learned are produced
the various reports are submitted on time.

Services to be provided by the local NGO to the beneficiaries

a) Support for the implementation of CSA techniques and technologies

The local NGO recruited will be responsible for:

a) support farmers benefiting from the project;
b) provide practical training for farmers on the perimeters in climate-smart farming practices;
c) assess the resilience of farming systems over time;
d) assist farmers in organising and planning their farming operations;
e) encourage communities to adopt climate-smart agriculture (CSA) practices;
f) support the perimeter management committees to ensure better practice of climate-smart agriculture (CSA) techniques at perimeter level, during and after the project;
g) collect project data on the sites (actions taken, problems encountered, benefits, needs for the next stage, etc.) and forward them to the UNGP and the URGP;
h) set up a database on the various actions and beneficiaries.
i) document success stories and lessons learned ;
j) support the UNGP in disseminating climate-smart agriculture (CSA) information to strengthen the resilience of the farming community as a whole.

b) Support for the implementation of environmental and social measures

The local NGO will ensure that environmental and social measures are implemented. These include:

a) ensure the effective implementation of the recommendations of the sub-project's Environmental Compliance Certificate;
b) ensure that beneficiary farmers apply the requirements for the efficient and safe use of fertilisers and pesticides ;
c) ensure the effective use of integrated pest management methods to reduce dependence on chemical pesticides ;
d) ensure that farmers are trained in the correct and safe use of pesticides ;
e) ensure that farmers apply the requirements of the PGIPP;
f) ensure the equitable distribution of sub-project activities;
g) ensure that farmers wear personal protective equipment when using pesticides and that a first aid kit is set up;
h) ensure that obsolete pesticides and contaminated packaging are collected and destroyed in accordance with national regulations;
i) monitor the effectiveness of the adaptation, mitigation and productivity measures put in place;

j) design and develop training programmes for farmers on adapting to and mitigating the effects of climate change;
k) collect complaints in accordance with the procedures put in place by the BOAD complaints collection and management mechanism;
l) propose communication media on the implementation of sub-projects to the UNGP and the URGP;
m) produce and assist the UNGP in the preparation of quarterly and annual reports.

IV. DELIVERABLES & TIMETABLE

Deliverables

The local NGO recruited will produce several deliverables over the course of its assignment, the main ones being:

a) reports on the physical progress of implementation of the activities programmed for the reporting period, budget implementation, constraints encountered and solutions found, and planning for the following quarter;
b) annual reports on the implementation of activities in accordance with the approved PTBA for the current year;
c) databases on the various actions and beneficiaries;
d) reports on complaints received and the mechanisms developed to manage them, in accordance with the procedures put in place by the BOAD complaints collection and management mechanism;
e) reports on the implementation of environmental and social measures in the environmental and social management plan and the risk management plan;
f) training and awareness-raising reports on climate-smart farming practices one week after the activity.

Schedule of deliverables

#	Planning des livrables	Year 1												Year 2											
		Q 1			Q 2			Q 3			Q 4			Q 5			Q 6			Q 7			Q 8		
		M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12	M13	M14	M15	M16	M17	M18	M19	M20	M21	M22	M23	M24
1	Technical and financial report																								
2	Databases on the various actions and beneficiaries																								
3	Reports on complaints received and their management																								
4	Report on the implementation of the environmental and social measures in the environmental and social management plan and the risk management plan																								
5	Training and awareness-raising reports on climate-smart farming practices one week after the event																								

V. ORGANISATION AND DURATION OF THE ASSIGNMENT

a) Scope of services to be provided

b) The local NGO recruited will have to provide its services on the sub-projects either in the Upper East region, the Northen region or the Upper West and Savannah regions. The sub-project sites are shown in Appendix 1.

c) Duration of mission

The duration of the assignment is estimated at twenty-four (24) months.
The estimated duration of the assignment in man/months is detailed as follows:

- Eight (08) months each for the Agro-Environmentalist Engineer, Environmentalist and Rural engineering engineer specialising in hydro-agricultural development;
- Twenty-four (24) months each for the Senior Agricultural Technician and the Agricultural Technician.

The distribution of the estimated time is left to the discretion of the candidate according to the methodology of his technical offer.

VI. PROFILE OF THE CONSULTANT AND COMPOSITION OF THE ASSIGNMENT TEAM

a) Consultant profile

The NGO must be specialised in promoting climate-smart agriculture (CSA).
It must meet the following conditions:

a) it must be legally constituted and have been in existence for at least five (05) years with a head office in the chosen region,
b) have at least five (05) years' experience in supervising producers in the implementation of Water and Soil Conservation / Soil Defence and Restoration techniques in the CSA project intervention zone,
c) have a thorough understanding of issues relating to climate-smart agriculture;
d) have a good knowledge of issues related to climate change,
e) have a good knowledge of the monitoring framework for CSA projects,
f) have a good knowledge of the Adaptation Fund's environmental and social policy,
g) demonstrate good knowledge of the financial mechanisms of technical and financial partners (ECOWAS, USAID, World Bank, European Union, AFD, AECID, SDC, etc.),
h) a good knowledge of the financial mechanisms of climate funds, in particular the Adaptation Fund, will be an additional advantage.

The local NGO should mobilise the necessary material resources (motorbikes for site visits and office equipment for producing deliverables) to carry out the assignment.

b) Composition of the team

The local NGO will mobilise a team of experts as part of the assignment, made up of:

- (01) Agro-environmentalist/Environmentalist engineer with 5 years' higher education,
- (01) Rural engineering engineer specialising in hydro-agricultural development with 5 years' higher education,
- (02) Senior agricultural technician with 2 years' higher education.

These experts must have a mastery of techniques and technologies such as run-off water collection basins (BCER), solar-pumped or human-powered boreholes, stone barriers, filtering dykes, grassed strips, zaï - tassa, half-moons, mulching, organic fertilisation, assisted natural regeneration (RNA), agroforestry, etc.

Mission experts	Qualifications	Experiences
1. Agro-Environmental Engineer, Environmentalist	Engineering degree or Masters in environmental sciences, agri-environment or related disciplines.	• - At least 5 years' experience in environmental management projects, particularly agricultural projects. • - Experience in environmental and social assessment (ESIA), with a good command of environmental and social management plans (ESMPs). • - In-depth knowledge of sustainable agri-environmental practices, environmental policies and natural resource management techniques. • - Mastery of integrated pest and pesticide management techniques. • - Proven experience in soil restoration and conservation and other climate change adaptation measures.
2. Rural engineering engineer specialising in hydro-agricultural development	Engineering degree or Masters in hydrology, agro-hydrology or water resources management.	• - At least 5 years' experience in managing water resources for agriculture. • - Mastery of water management and conservation techniques. • - Expertise in the implementation of adaptation techniques for the management of water resources in the context of climate change.
3. Senior agricultural technician	Higher technician diploma in	• - At least 3 years' experience in providing technical support to farmers.

Mission experts	Qualifications	Experiences
	agriculture or natural resource management	• ood knowledge of sustainable farming techniques, including soil and water management. • Experience in supporting farmers in implementing CSA techniques.

VII. CONSULTANT SELECTION PROCEDURES

The procedure for this contract will be conducted in accordance with the 'Guidelines for the procurement of consultancy services financed by a loan or advance from the West African Development Bank'.

The consultancy firm will be selected according to the 'selection based on consultants' qualifications (QC)' method.

Annexe 1 : Summary of sub-project sites

- **Upper East region**

Sous projets	Commune	Nom du Village/du Site	Superficie des sites (ha)	Cultures prioritaires	Coordonnées GPS dessites (Latitude, Longitude)
Upper East Region					
		Amogrebisi	16,3	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	10.80904, -0.92876
		Yipaala	14,6	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	13.75949, -2.35837

Sous projets	Commune	Nom du Village/du Site	Superficie des sites (ha)	Cultures prioritaires	Coordonnées GPS dessites (Latitude, Longitude)
Sous Projet 1	Bolgatanga Municipal	Sherigu	12,4	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	10.83833, -1.00236
		Sokabiisi	14,6	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	10.78333, -0.88333
		Yorogo	14,6	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	10.85214, -0.82381
		Aguusi	16,3	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	10.4712,-0.5136
		Dazongo	16,3	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	10.4724,-0.5100
		Yebongo	16,3	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	10.4736,-0.5024

Sous projets	Commune	Nom du Village/du Site	Superficie des sites (ha)	Cultures prioritaires	Coordonnées GPS dessites (Latitude, Longitude)
		Anasitaaba WomenGroup (Sherigu)	12,3	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	10.83833, -1.00236
		Asongtarima Farmers Group (Dazongo)	16,3	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	10.4748,-0.4948
Superficie totale Sous Projet 1 :			**150**		
Sous Projet 2	Bolgatanga East	Gambibgo, Asantingabisi	58,4	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	10.75612, -0.84028
		Katanga	43,6	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	9.26749, -1.22839
		Dachio	30	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	10.4712.-0.5136
		Kantia	18	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	10.4724,-0.5100
Superficie totale Sous Projet 2 :			**150**		

- **Northern region**

Sous projets	Commune	Nom du Village/du Site	Superficie des sites (ha)	Cultures prioritaires	Coordonnées GPS dessites (Latitude, Longitude)
Northen Region					
Sous Projet 3	Tamale Metropolitan	Wunzooya	20	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	9.6166667,-0.8333333
		Suglo mboribuni	20	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	10.3166667,-0.9166667
		Gubdanda	20	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	105833333,-0.4333333
		Kpanmaga ka wuni songda	20	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	9.2166667,-0.3833333
		Suglo mboribuni	20	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	9.533333,-0.9666667
Superficie totale Sous Projet 3 :			**100**		

- **Upper West region & Savannah region**

Sous projets	Commune	Nom du Village/du Site	Superficie des sites (ha)	Cultures prioritaires	Coordonnées GPS dessites (Latitude, Longitude)
Savana Region					
Sous Projet 4	Central Gonja	Kabilpe	16	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	8.88803579999999, -1.4235388
		Alipe	17	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	9.20000,-1.40000
		Wambong	17	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	9.334216,-1.045791
		Yipala	16	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	9.233333,-1.966667
		Nyawuripe	17	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper,	9.40000,-1.80000

Sous projets	Commune	Nom du Village/du Site	Superficie des sites (ha)	Cultures prioritaires	Coordonnées GPS dessites (Latitude, Longitude)
				okra, tomato)	
		Nwampe	17	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	9.30000,-1.90000
Superficie totale Sous Projet 4 :			**100**		
Upper West Region					
Sous Projet 5	Wa Municipal	Charia	7	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	10° 06' N, 2° 34' O
		Jonga	6	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	10° 55' N, 0° 51' W
		Piisi	6	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	10° 14' N, 2° 36'
		Boli	8	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	10° 17' N, 2° 31' W
		Busa	6	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper,	10° 28' N, 2° 41' W

Sous projets	Commune	Nom du Village/du Site	Superficie des sites (ha)	Cultures prioritaires	Coordonnées GPS dessites (Latitude, Longitude)
				okra, tomato)	
	Nadowli Kaleo	Gbanko	7	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	10° 25' N, 2° 30' W
		Duong	7	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	10° 26' N, 2° 32' W
		Sombo	7	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	10° 24' N, 2° 33' W
		Dambaali	6	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	10° 23' N, 2° 34' W
		Sankana	6	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	10° 12' N, 2° 35' W
	Nandom	Pataal	7	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	10° 11' N, 2° 36' W
				Maize, rice,	10° 06'N, 2° 34' W

Sous projets	Commune	Nom du Village/du Site	Superficie des sites (ha)	Cultures prioritaires	Coordonnées GPS dessites (Latitude, Longitude)
		Domangye	7	sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	
		Bu-Kpisin	7	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	10° 09' N, 2° 38' W
		Monyupelle	7	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	10° 08' N, 2° 39' W
		Brutu	6	Maize, rice, sorghum, peanuts, millet, vegetables (onion, pepper, okra, tomato)	10° 07' N, 2° 40' W
Superficie totale Sous Projet 5 :			**100**		