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Rwanda Farmer to Farmer Volunteer Assignment Scope of Work

Summary Information	
Assignment Code	RW 205
Country	Rwanda
Country Project	Horticulture
Host Organization	Rwanda Agricultural Board (RAB)
Type of Volunteer Assistance	Institutional
Type of Value Chain Activity	Information and Input Support Services (areas as extension services, input supplies)(S)
Assignment Title	Technical assistance on Reviewing the GoR of Rwanda Subsidy Program
Assignment preferred dates	April, 2019
Objectives of the assignment	Conduct study on the Government of Rwanda (GoR) Subsidy Program
Desired volunteer skill/expertise	In addition to agriculture science degree, the volunteer for this assignment must have very good practical experience in conducting research , analysis , interpersonal and report writing skills.

A. Background

The Rwanda Agriculture and Animal Resources Development Board (RAB) is an autonomous body established by LAW N°14/2017 OF 14/04/2017. The law specifies that: RAB has the general mission of championing the agriculture sector development into a knowledge based; technology driven and market oriented industry, using modern methods in crop, animal, fisheries, forestry and soil and water management in food, fibre and fuel wood production and processing.

RAB was formed from three agriculture agencies, namely the Rwanda Animal Resources Development Authority (RARDA), the Rwanda Agricultural Development Authority (RADA) and the Rwanda Agriculture Research Institute (French acronym: ISAR).

The Government of Rwanda expects this reform to remove the historical legacy that created artificial gaps between research and extension, strengthen the linkage with policy, and establish efficiency in service delivery through institutional integration in the agricultural sector for improved livelihoods of the Rwandan people.

This expectation premises on: physical proximity under one administrative structure, using a common standard operating procedure, which removes institutional boundaries by improving communication, mutual understanding and consensus building between extension, research and policy.

The research-extension-policy nexus is critical for intensifying the focus and increasing the relevance of research and extension to pertinent issues required for acceptable levels of agricultural sector growth and contribution of the sector to overall socioeconomic development process in Rwanda

The vision of RAB is Improved food security and livelihoods of all Rwandans by transforming agriculture from subsistence into modern farming through generating research and extension innovations that integrate sustainable crop, animal husbandry and natural resource management.

Mission: The Mission of RAB is developing agriculture and animal husbandry through their reform, and using modern methods in crop and animal production, research, agricultural extension, education, and training of farmers in new technologies.

Core Goal: RAB aims to create and deliver a demand – driven market-oriented research and extension activities.

Position & Name	Background & Qualification	Experience
Egide Gatari	Egide has a bachelor's degree in Business Management and a master's in project management. He is currently working as the Agricultural Inputs Subsidies Program Manager at RAB	6 years
Mutamba Joan	Joan holds a bachelor's degree in Agricultural Business and Management . She is currently working with RAB as the subsidy officer	4 Years

RAB responsibilities, by law , include the following;

- To implement the national policy of agriculture and animal husbandry;
- To contribute in determining policy in agriculture, animal husbandry, agricultural and animal husbandry research and technology;
- To provide farmers and consumers of agricultural products with information, techniques and services meant for improving their profession and supplying the internal market with increased and quality production thereby raising their agricultural and animal husbandry incomes;
- To prevent and fight animal diseases and implement appropriate strategies meant for ensuring control, prevention, diagnosis and treatment of animal diseases
- To prevent and control plant diseases, insects and pests and implement appropriate strategies meant for ensuring control and prevention of plant diseases;
- To conduct baseline survey and research aiming at development and solving problems identified in agriculture and animal husbandry and by products;
- To monitor and coordinate activities of persons exercising the profession of agriculture, animal husbandry and research and stakeholders;
- To identify and provide farmers with new technologies for proper management of land, water and use of agricultural and animal husbandry mechanization;
- To coordinate activities aiming at promoting agricultural and animal husbandry infrastructure;
- To examine and issue certificates of standards for agricultural and animal husbandry products meant for export;
- To examine, verify and issue certificates authorizing imports of domestic animals, semen, fertilized eggs, seeds, plants and cuttings and other agricultural and animal husbandry products;
- To work closely with other institutions in charge of standards and environment while importing fertilizers, crop protection products and other agricultural and animal husbandry inputs;
- To contribute in establishing, publicizing and enforcing laws and regulations governing agriculture, animal husbandry, research as well as related products;

- To establish relations and collaborate with other regional and international institutions having the same mission as RAB;
- To ensure preparation, conservation, issuance and use of veterinary and crop protection products as well as their import and export;
- To issue licenses and control the trade of veterinary products and agriculture inputs;
- To ensure and monitor activities of production, control and trade of selected seeds;
- To collect national and international innovations, new and appropriate technologies and refine them for use in agriculture and animal husbandry in Rwanda
- To provide agricultural extension services in accordance with agricultural and animal husbandry needs;
- To coordinate activities of agricultural extension and research plans and disseminate such agricultural and animal husbandry needs as determined by zonal branches of RAB;
- To support and coordinate agricultural extension and research activities in administrative decentralized entities;
- To support agricultural and animal husbandry cooperatives towards a better service delivery;
- To ensure partnership and coordinate activities of the non-governmental organizations, private operators and organs involved in implementation of agricultural and animal husbandry programs.

RAB services/or product: In brief RAB's services include;

Crop Production and Food Security Extension: RAB provides extension services in crop production, protection, and post-harvest handling, seed production, and certification, capacity building through farmer education and technical assistance, promotion of modern approaches to facilitate rapid technology adoption.

Animal Resources and Extension: RAB ensure availability of quality animal products, at affordable costs, to the producers and profitability to the animal and fishery industry through adoption of appropriate technologies, dissemination of knowledge and technologies for animal health care and production, animal certification, imports and extension services and capacity building.

Land Husbandry, Irrigation, and Mechanization: RAB develops comprehensive land husbandry work on rain-fed areas catchment and irrigable land; provides installation of irrigation infrastructure, command area management including operation and management of irrigation infrastructure, promote appropriate farm mechanization options to farmers and increase access of farm machinery to the farming community.

Research: RAB research department helps to conduct scientific and technical development of agricultural and animal resources in Rwanda to improve the livelihoods of low-income farmers. The aim of the research is to promote technologies crop production, livestock, forestry, agro-forestry and post-harvest management, land conservation, and water management.

Policy Development related to Subsidy: RAB supports the Ministry and the Government to develop and review the Subsidy policies.

Targeted Customers /market

RAB works with many stakeholders. That include the Ministry of Agriculture and Animal Resources, farmers and farmer organizations, private sector actors and development partners that include International Non-Government Organizations (INGOs) and Donors.

Issue Description:

In 2007, the Government of Rwanda through the Ministry of Agriculture and Animal Recourses embarked on the Crop Intensification Program (CIP) with a purpose boosting agriculture sector productivity and address the challenges of poverty, food insecurity and malnutrition. To meet the objective of increasing productivity for priority crops under the Crop Intensification Program (CIP), the Government of Rwanda (GoR) funded a fertilizer and Seed subsidy for smallholder maize and other priority crops. The aim of the Subsidy Program is to help farmers access inputs at subsidized rates. Since its offing, the Subsidy Program has helped RAB to increase distribution and availability of inputs to farmers and has helped to increase productivity and food security. However, since the Program was introduced MINAGRI and RAB have not conducted any study to determine its success, challenges if any. RAB as an implementing agency for MINAGRI wishes to solicit for the volunteer technical assistance to conduct a study on the Subsidy Program with a purpose of evaluating and determining its successes, challenges and recommendations to improve the Program.

B. Objectives of the Assignment

The overall objective of this F2F volunteer scope of work is to conduct assessment on Government of Rwanda (GoR) Subsidy Program. (More specifically, the assignment will include to;

- Review RAB subsidy Program, to determine its success, challenges,
- Provide recommendations to RAB to improve the Program
- Prepare a report that gives findings and recommendations to RAB.

C. Host Contribution

The contribution of RAB to this assignment will consist of:

- Availing Staff to facilitate the Study
- Provide information to complete Study.
- Mobilise stakeholders who will participate in the focused group discussions to collect feedback on the Program
- Identify a translator to work with the volunteers (if possible)
- Commit to implement all the recommendations provided by the volunteers after the completion of the assignments.

D. Anticipated results from the Assignment;

After the completion of this assignment, the following outcomes will be anticipated;

RAB and the Ministry of Agriculture will be able to

- Understand the impact and challenges from the Subsidy Program.
- RAB will be able to plan better to improve the Subsidy program to improve its impact.
- RAB will be able to mobilize more resources and partners to support the Program.
- RAB will be able to work better with her partners and determine how to scale up the Program interventions.

- RAB will receive a final report on the assignment with recommendations for better Program management.

E. Schedule of Volunteer Activities in Country (Draft)

Day	Planned Activity
April 13 ,2019	Arrival in country, pick up and check – in at La Poshe Hotel, Kigali.
April 15	Meet the CRS Country Representative (CR) and Head of Programs (HoP) or introductions, Meet with the CRS Operations Manager for Security briefing and USAID for introductions (Morning) Meet with RAB for introductions and review of the Scope of Work and develop a detailed work plan covering all activities required to effectively implement this scope of work (Afternoon).
April 16 up to 30	Start the rollout of agreed work plan
May 1 up to 2	Prepare a report on the assignment, detailing the success, challenges and recommendations.
May 3	Organize and conduct a meeting with RAB to share the report and recommendations.
May 3	Conduct a debrief session on the completed scope of work with CRS Country team and perhaps USAID mission. Fill out all necessary M&E forms and submit to F2F Program Director.
May 4	Departure for USA

This is a draft schedule, a final itinerary will be discussed and agreed by volunteer upon arrival

F. Desirable Volunteers Skills

The volunteer for this assignment must be well experienced in conducting research , good communication skills and have interest working with rural communities.

Additional requirements, a volunteer must;

- Be proactive, results-oriented and service-oriented;
- Have very good interpersonal skills, and ability to work closely with public institutions.

G. Accommodation and Another in -Country Logistics

Volunteer transportation to Rwanda, accommodation and meals will be taken care of by CRS Rwanda CP. In addition, a local network SIM card will be provided to the volunteer at his or her arrival in Rwanda.

H. Weather Appropriate Clothing

Weather temperatures keep changing based on the season. Temperatures vary from 16 to 28 degrees. It's usually warm during the day and cold at night. Appropriate dressing is recommended for the volunteer

I. Recommended assignment preparations

- **Working Environment**

- The assignment will be conducted at the RAB Offices located in the outskirts of Kigali City, in a place called Rubilizi, Kicukiro, District. RAB might recommend some field visits to meet with some of the partners to assess the how they have benefited from the subsidy program.
- The volunteer will work closely with Egide Gatari the Coordinator of the Subsidy Program at RAB. More technical staff might be assigned to facilitate the volunteer, but this will be decided upon by RAB.
- **Recommended Reading**
 - Rwanda F2F program recommends that the volunteer takes his or her time to read and understand this SOW. We also recommend that the volunteer takes time to review the subsidy program managed by RAB.

J. Key Contacts

CRS Baltimore	Country Director
Ngokion, Mireille Volunteer Coordinator Farmer-to-Farmer Program Coordinator, Overseas Operations 228 W. Lexington Street Baltimore, MD 21201 410.951.7315 Email: mireille.ngokion@crs.org	Grace Gasana CRS Farmer- to -Farmer Program Director for Rwanda Tel: +250,788307254, Email: grace.gasana@crs.org Or Yannick Ndoli Farmer to Farmer Project Coordinator Tel:0788380064 Email: yannick.ndoli@crs.org
Host Organization:	
Egide Gatari , Subsidy Program Coordinator Tel: +250788215435 Email: egide.gatari@rab.gov.rw	Mutamba Joan, Subsidy Officer Tel: 0788673941