



**Farmer to Farmer  
Volunteer Assignment Scope of Work**

This assignment is Virtual and should be done by an American volunteer.

Please contact [maria.figueroa@crs.org](mailto:maria.figueroa@crs.org) to express interest

<b>Summary Information</b>	
Assignment code	ET249
Country	Ethiopia
Country Project	Crop
Host Organization	Debere Markos University
Assignment Title	Skills for Writing Winning Grant Proposals
Assignment Preferred Dates	Virtual assignment, Flexible
Assignment Objectives	<ul style="list-style-type: none"> <li>• Provide remote technical supports to host for creating winning grant proposals</li> <li>• Facilitate virtual training for host staff on grant proposal writing skills</li> </ul>
Desired Volunteer' Skill/Expertise	Demonstrated experience in business developments for academic institutions
Type of Volunteer Assistance	Organizational Development (O)
Type of Value Chain Activity	Information and Input Support Services (S)
PERSUAP Classification	Type 3

**A. BACKGROUND**

CRS Farmer-to-Farmer (F2F) Program is a USAID funded 5-year program (July 2018 – June 2023) that will provide technical assistance from United States (U.S) volunteers to farmers, farmer groups (cooperatives and associations), agribusinesses and other agriculture sector institutions. The program objectives are to facilitate economic growth within targeted agriculture sub-sectors, enhance sub-sector inclusiveness to expand participation to a broader range of individuals and communities and to increase the American public’s understanding of international development issues and US international development programs. Volunteers, recruited from all States and the District of Columbia, are individuals who have domestic careers, farms and agribusinesses, or are retirees who want to participate in development efforts. F2F program will assist in agriculture development, commodity value chain competitiveness and firm upgrading by providing technical assistance to introduce new technologies, innovations and

development of local capacity for more productive, profitable, sustainable and equitable agriculture systems.

The development of higher education is a key contributor for economic growth and development of countries. Despite the clear importance of higher education for economic growth and social development, investment in the sector is in crises in developing countries including Ethiopia. Ethiopia have invested considerable resource in their higher education system often with the support of external aid and lending agencies. However, the number of students enrolled in higher education institutions continued to rise rapidly reflecting the pressure of growing enrollments at the secondary level and intensified demand for higher education. This increased computation for scarce public funds have reduced government's capacity to support higher education and public expenditures for higher education have fallen. The effect of the squeeze on resource availability has been exacerbating by inefficiency in resource utilization. Therefore, for higher teaching learning institutions our government gives the direction to mobilize resource as to be self-supporting institutions in the long run and they were starting to develop their strategies to do so.

Debre Markos University foundation stone was laid on January 2005. It was inaugurated on 18 November 2007. It is located 300 kilometers North-West of the capital Addis Ababa and 265 kilometers South-East of Bahir Dar, the capital of the Amhara National Regional State. The town has 1380ml average annual rainfall and minimum and maximum temperatures of 15 °C and 22°C respectively. The university is founded in an area with immense research and investment potentials, suitable weather conditions and tourist attraction sites. Within this there a lot of research collaborates such as Bahirdar University, Addis Ababa university, Nelson Mandela university, University of Vinna, BOKU university, Antenna foundation, and others. Currently, in the year 2019/2020 the university has 1,769 academic and 1,506 administrative staff. The academic staff qualification mix shows 11 associative professors, 201 PhD, 96 assistance professors, 956 lecturers, 141 assistance lecturers, 364 laboratory assistances and the student population in all the programs (regular, summer, extension and distance) increased to 33,400 in 2019/2020 academic year. The university offers a wide-range of programs through its five colleges (health science, natural and computational science, agriculture and environment, social science and humanities and business and economics), three institutes (technology, land administration and education and behavioral sciences) and two schools (medicine and law).

## **B. ISSUE DESCRIPTION**

In the current funding environment, the odds of winning grants are very slim. Wining fund/grants in this highly competitive environment depends on how good the organizations are in exploring ways to find for grants/funds and skills of writing grant proposals (It must be well planned, complete, compliant and persuasive). In line of this, universities are increasingly relying on diversified funding sources if they have to fulfil their missions. The university get resources from a variety of sources - public and private, national and international donors. A successful grant-winning application requires innovative research problem with best probable idea/plan for tackling it and appropriate planning of budget.

Because of high competition for donor resources, for an organization to secure resources it depends on how well it can compete with other organizations and on how good it is at exploring other ways to find for resources. To win these grants, the university staffs should be equipped with identifying and collecting business intel gathering, grant proposal writing and concept note development and in creating donor relationship/developing partnership. However, most of the staffs are juniors and have limited skill and experience with this aspect Thus, the university need volunteer support to improve in areas of identifying funds, preparing concept notes and winning proposals.

**C. OBJECTIVES OF THE ASSIGNMENT**

The overall objective of this assignment is to equip the host staff with skills and knowledge to prepare winning grants. And the specific objectives of the assignment include;

- To improve staff skills of identifying and collecting business intel gathering
- To enhance the skills of the host staff to prepare effective and wining proposals
- To train host staff on concept note development and proposal writing

**D. ANTICIPATED RESULTS FROM THE ASSIGNMENT**

After F2F volunteer support the following outcomes are anticipated

- Improved knowledge and skills in identifying potential funds and strategies to win them
- University staff well versed with grant proposal and concept note development
- In the long-term, the host won grant proposals

**E. HOST CONTRIBUTION**

- The host is committed to create a schedule with the volunteer for the virtual assignment
- The host will be available for virtual meetings and remote communications

**F. ASSIGNMENT DELIVERABLES**

The major anticipated outputs of this assignment include, but not limited to:

- Training material
- Volunteer end of assignment report with recommendations to the host organization action plan and recommendations to CRS
- A debriefing (PowerPoint presentation) session with the host organization and CRS/USAID

**G. SCHEDULE OF VOLUNTEER ACTIVITIES**

Day	Activity
Day 1	<ul style="list-style-type: none"> <li>• Introduction with CRS F2F staffs and briefing with virtual platform (to be confirmed before the meeting)</li> <li>• General orientation and briefing about the program</li> </ul>
Day 2	<ul style="list-style-type: none"> <li>• Introduction to the host by means of virtual platforms (to be confirmed before the meeting)</li> <li>• General orientation with the host, first-hand briefing on the main objectives and modality of the assignment and adjustment of the agenda for the coming days (work planning session).</li> <li>• Discuss anticipated outcomes and work plan</li> </ul>

<b>Day</b>	<b>Activity</b>
Day 3-15	<ul style="list-style-type: none"> <li>• Conduct the virtual assignment</li> </ul>
Day 16	<ul style="list-style-type: none"> <li>• Conduct virtual debriefing session</li> </ul>

## **H. DESIRABLE VOLUNTEER SKILLS**

The volunteer will have the following skills, qualifications and competencies:

- Extensive knowledge and experience in business development for academic and/or research institutions in developing countries.
- Experience in identifying grants, writing grant winning proposals and concept notes
- Experience in remote technical assistance
- Flexible
- Good communicator and interpersonal skills
- Ability to train staff virtually and flexibility to accommodate various views

## **I. KEY CONTACTS**

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### **3. Host Organization**

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