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FARMER TO FARMER
The USAID John Ogonowski and Doug Bereuter Farmer-to-Farmer Program



CRS Farmer-to-Farmer Program Assignment Scope of Work

To express interest in this assignment please email chi.olisemeka@crs.org

Summary Information				
Assignment SOW Code	UG307			
Country:	Uganda			
Country Project:	Agribusiness Development			
Host Organization:	Bukawa Area Cooperative Limited (BACE)			
Partner:	USADF, ACDP, MAAIF, District Local Government, Uganda Cooperative Alliance Limited			
Assignment Title:	Developing a framework for credit sales management			
Objectives of the assignment:	To develop a framework for managing credit sales at BACE that will reduce credit sales risks for BACE and its members, and increase cash flow.			
Assignment preferred dates:	July 2024			
Desired volunteer expertise:	<ul style="list-style-type: none"> Formal qualifications in finance, accounting, agribusiness, or agricultural economics Experience in credit sales and risk management. Knowledge and skills in developing a financial policy such as credit sales and risk management (designing tools for assessing credit worthiness of potential customers, invoices, contracts, credit journal entry tools for tracking sales on credit) Good interpersonal and communication skills. 			
Type of Volunteer Assistance:	E Business/Enterprise Development			
Type of CSA Activity	N Not applicable			
PERSUAP Classification ¹ :	III			
Approx. number of people to be trained:	Men (30+)	Women (30+)	Male Youth (15-29)	Female Youth (15-29)
	141	135	144	137

Host Information

¹ USAID precisely classifies PERSUAP in four categories: PERSUAP Type I assignments make recommendations on the use of specific pesticides; Type II assignments provide advice on the safe and effective use of pesticides; Type III assignments do not involve the use of pesticides in any way; and Type IV assignments are associated with other USAID projects and collaborators and are likely to be covered by those projects' PERSUAPs.

Date of completion of baseline & capacity development plan data collection:	June 4,2024
Date of host agreement signing:	June 4,2024
No. of previous assignments:	(2018-23): 0
Recommendations given (Total):	0
Recommendations applied (Total):	0
Name of ToT trainee (if already identified)	Hakim Bogere (Cooperative Manager)

Gender, youth and climate considerations ²	
Gender Sensitivity:	If yes, how? If no, why not?
1.1 Are there particular barriers to women’s participation in the value chain associated with this assignment topic? If so, how can the assignment address the particular barriers women face?	Women’s involvement in the maize value chain in the host area is limited due to high illiteracy levels, lack of control over resources such as land, and movement restrictions imposed by their husbands, which limit their access to markets for their products. Consequently, they sell maize on credit to Rural Producer Organizations (RPO), without signed contracts or binding documents. This poses the risk of delayed payment, which affects the cash flow of the women’s business enterprises. The assignment will help women farmers to gain skills and knowledge to mitigate credit sales risk. At the organizational level, women lack skills in credit sales management, which is one of the factors contributing to decreased cash flow and an increased number of bad debts from selling maize flour on credit.
1.2 Are there particular barriers to men’s participation in the value chain associated with this assignment topic? If so,	Men at the farmer and organizational levels lack skills and knowledge in credit sales and risk management. Farmers sell maize grain to BACE

² Refer to the annex section for the guidelines on answering the questions, along with examples.

<p>how can the assignment address the particular barriers men face?</p>	<p>on credit. BACE processes the maize grain into maize flour and sells the flour on credit. The host delays payment to farmers because their customers delay paying them. This leaves farmers as sellers and BACE as the buyer with limited cash flow to continue their business enterprises.</p>
<p>2.1 How does the assignment contribute to increasing the capacities of women?</p>	<p>The assignment will increase the knowledge and skills of women in credit sales risk management, reducing bad debt and increasing profit.</p>
<p>2.2 How does the assignment contribute to increasing the capacities of men?</p>	<p>The assignment will increase the knowledge and skills of men in credit sales risk management, reducing bad debt and increasing profit.</p>
<p>3.2 How does the assignment motivate women to participate?</p>	<p>The host sent out written communication to selected farmer group members participating in the assignment, emphasizing the need to include female participants. At the organizational level women participants were involved in GAP analysis and developing the scope of work.</p>
<p>3.3 How does the assignment motivate men to participate?</p>	<p>Same as the above.</p>
<p>4.1 How have the assignment's logistics been organized in a way that facilitates women's participation? If no logistical arrangements have been made yet, how can they be organized to facilitate women's participation?</p>	<p>Training sessions for BASE staff will take place on the cooperative's premises, while those targeting farmers will be held at various farmer group locations. The cooperative has amenities that accommodate female participants, including separate toilets for women. Training will begin at 10.00 am and end at 1.00 pm, allowing female staff to attend to their home responsibilities. The volunteer will travel to the farmer group sites to reduce the time women would spend travelling to the cooperative premises for training. Flexible training times for women farmer group members will be agreed</p>

	upon during the first on-site meeting with the volunteer.
4.2 How have the assignment's logistics been organized in a way that facilitates men's participation? If no logistical arrangements have been made yet, how can they be organized to facilitate men's participation.	Training sessions for BASE staff will take place on the cooperative's premises, while those targeting farmers will be held at various farmer group locations. On the cooperative's premises, there are amenities that accommodate male participants, including separate toilets for men. The volunteer will travel to the farmer group sites to reduce the time men would spend travelling to the cooperative premises for training. Flexible training times that favor men's participation will be agreed upon during the first on-site meeting with the volunteer.
Youth Empowerment:	
1.1 Are there particular barriers to female youth's participation in the value chain associated with this assignment? If there are, how can the assignment address the identified constraints of the female youth?	Female youth do not own land to participate in their own maize production. Their access to financial services for engaging in the marketing value chain is also limited due to lack of collateral. The few that can afford to hire land for growing and selling maize often lack sales and credit risk management skills required to run a profitable maize business. The assignment will equip female youth at the farmer group and organizational levels with knowledge and skills in credit sales risk management, reducing bad debt and increasing cash flow for their private business enterprises and for the cooperative.
1.2 Are there particular barriers to male youth's participation in the value chain associated with this assignment? If there are, how can the assignment address the identified constraints of the male youth?	There are no barriers to male youth owning land in the host location. However, their access to financial services to engage in marketing is limited because they lack collateral i.e. their fathers own the land. Most of the land that is owned by youth is inherited land, however they might need permission from their fathers or family elders to use land as collateral to access bank credit. The youth grow maize that they sell to RPOs on credit. The assignment will

	teach male youth skills in credit sales risk management to mitigate the risk of losing money due to non-payment by the buyers, which could force them out of business. Male youth at the organizational level will also learn debt recovery skills thus increasing cashflow for the host.
2.1 How does the assignment contribute to increasing the capacities of female youth?	The assignment will train female youth in credit sales management, leading to a reduction in bad debt, and an increase in profit and business growth.
2.2 How does the assignment contribute to increasing the capacities of male youth?	The assignment will train male youth in credit sales management, leading to a reduction in bad debt, and an increase in profit and business growth.
3.1 Are there particular barriers that might prevent female youth from participating in and benefiting from this assignment? How has the assignment been planned to remove those barriers?	The assignment venues are located near the homes of female youth participants. BACE encourages equal participation of both male and females during meetings and will deliberately ensure that female participants have opportunities to actively participate.
3.2 Are there particular barriers that might prevent male youth from participating in and benefiting from this assignment? How has the assignment been planned to remove those barriers?	At the organizational level, male youth participants live near the cooperative premises. At farmer group level, the volunteer will hold training sessions at designated training sites which are close to the homes of male youth. Male youth will be encouraged to actively participate during training as much as female youth.
Climate Change	If yes, how? If no, why not?
Will the assignment address climate change? (Yes/No) If yes, please include this in the issues description. How does this assignment plan to address the issue of climate change?	No. The credit sales and risk management assignment will not address climate change.

A. BACKGROUND

1. Farmer-to-Farmer Program (F2F)

The CRS Farmer-to-Farmer program (F2F) is a five-year (2023-2028) USAID-funded program that provides technical assistance to farmers, farm groups, agribusinesses, and other agriculture sector institutions in developing and transitional countries to promote sustainable improvements in food security and agricultural processing, production, and marketing. The main goal of the program is to generate sustainable, broad-based economic growth in the agricultural sector through voluntary technical assistance. A secondary goal is to increase the U.S. public's understanding of international development issues and programs and international understanding of the U.S. and U.S. development programs.

F2F volunteers are pooled from a broad range of US agricultural expertise including private farmers, university professors, bankers/certified accountants, animal health and nutrition specialists, soil scientists, and agronomists who can provide technical assistance to the local host organizations. The program introduces new innovations and skills to develop local organizations' capacity to participate in more productive, profitable, sustainable, and equitable agricultural systems while providing an opportunity for people-to-people exchange within the agricultural sector.

When the COVID-19 global pandemic broke out, CRS F2F introduced a paired remote volunteer (PRV) model whereby a US volunteer who does not travel provides remote support to a local/national volunteer who carries out the assignment in person. This model is still used for up to 10% of assignments.

For the 2023-2028 round of F2F, CRS is taking a gender-sensitive approach to programming, which includes conducting a gender assessment of each host prior to initiating assignments. CRS is also asking each host to identify at least one person to be a key trainee (under a Training of Trainer [ToT] model) for each assignment in the hope that this person will be able to replicate the training in the future. The volunteer report format will ask you to name the trainee (if there was one) and comment on their level of engagement.

The CRS F2F program in Uganda has identified Agribusiness Development and Nutrition as the topics of its assignments. These are known within F2F as 'Country F2F Projects.' The agribusiness development country project includes developing sustainable and resilient production systems (improved seed and other essential inputs, postharvest losses and value addition, climate change adaptation), and building the capacity of agribusinesses and cooperatives (business planning and management, market information, linkages, private sector engagement, entrepreneurship, organizational constraints). CRS has identified enterprises engaged in crop production, livestock, poultry, apiary, and aquaculture as areas to be supported under the agribusiness development project. The nutrition country project includes nutrition awareness, nutrition sensitive agriculture, product diversification, recipe preparation, safer uses and application of pesticides, food processing and preservation, and organizational constraints. CRS F2F's working geographic zones in Uganda are Buganda region, Acholi region, Ankole region, Busoga region and Bugisu region. Requests to work in other locations or on sub-sectors that fall outside of the two identified Country F2F Projects are sometimes considered but are seen as exceptions.

2. About the host organization

Bukawa Area Cooperative Enterprise (BACE) is a farmers marketing cooperative enterprise located in Iganga district in Eastern Uganda. The cooperative was established in 2003 and registered by the registrar of cooperative societies in Uganda in 2004. BACE has a total membership of 1,506 farmers (904 men, 602 women, and 301 youth)

selected from 36 farmer groups organized in Rural Producer Organizations (RPOs). BACE employs 14 staff: 12 male and two female.

BACE supports rural smallholder farmers to improve food security, nutrition, and incomes through training in good agronomic practices, postharvest handling, nutrition sensitive agriculture, and the bulking and marketing of maize, rice, and coffee. BACE's products are rice, raw and processed maize flour and coffee. The cooperative provides a ready market for farmers' products, primarily maize. The raw maize is processed into maize flour, which BACE sells to local consumers at the household level in Iganga district, as well as to wholesale traders, retailers, and schools in Iganga and other districts of Uganda.

Additional services offered by the cooperative include agro-input support, facilitating easy access to high-quality and subsidized seeds, fertilizers, and pesticides.

B. ISSUE DESCRIPTION

Through collective marketing, BACE bulks maize grain from farmers and sells it, creating markets for its members. As part of its business growth, BACE received financial support from the United States African Development Foundation (USDAF) and acquired a maize milling machine to process maize grain into maize flour. As part of its market penetration strategy, BACE sells maize flour on credit, especially to wholesale customers in Iganga district.

However, selling maize flour on credit has created challenges such as limited cash flow, which delays payments to cooperative farmers and staff, and impacts day-to-day activities and business growth. For example, scheduling processing is difficult due to lack of cash to purchase maize.

Buyers are not contractually obligated to BACE, leaving BACE vulnerable to financial losses and reputational damage in the event of a non-payment. To address this challenge, BACE seeks F2F volunteer technical assistance to develop a credit sales policy and create simple tools to track sales among its clients and suppliers.

B. OBJECTIVES OF THE ASSIGNMENT

The general objective of this assignment will be to develop a framework for managing credit sales for BACE that will increase the cooperative's cash flow and minimize bad debt. The specific objectives are as follows:

- To conduct a thorough assessment of the host's current and potential customers to inform the design of a framework for a credit sales management policy for BACE.
- To develop a credit sales management framework (policies, contracts, credit assessment and tracking tools, invoices etc.)
- To train BACE staff and selected leaders from the RPO on the basics of credit sales management.
- To train buyers on BACE policies and contracts.
- To pilot the credit sales management tools with the aim of assessing their useability and usefulness.

C. HOST CONTRIBUTION

BACE will select training participants and ensure that the training venue, translation services, training supplies and transport for participants are available to facilitate a successful assignment. In addition, BACE will share the cost of transporting the volunteer to and from the hotel to the training sites. One cooperative staff member will be assigned the role of ToT (Training of Trainer) trainee to work closely with the volunteer during assignment preparations and implementation of the assignment and ensure that the selected trainer can train other members of the organization after the assignment has been completed.

D. ANTICIPATED RESULTS FROM THE ASSIGNMENT

The anticipated outcomes of the assignment are:

- BACE staff and farmers have gained knowledge and skills in best practices for managing credit sales. This will help increase revenue growth for participants at both the farmer and organizational levels.
- The credit sales risk management tools developed by the volunteer will help BACE to optimize the company's cash flow and minimize the risk of bad debt.

E. DELIVERABLES

The anticipated deliverables accomplished by the volunteer include:

1. Volunteer’s final report with recommendations (due before departure from Uganda).
2. Manual on framework of credit sales risk management for BACE (including samples of practical risk management tools).
3. Group presentation with the host, local stakeholders, and the CRS F2F team at the end of the assignment.
4. A minimum of 3 volunteer outreach activities in the US and/or in-country using appropriate media (print, radio, TV, group presentations, social media, etc.)

F. DRAFT SCHEDULE OF VOLUNTEER ACTIVITIES IN COUNTRY

Days	Activity
Day 1	<ul style="list-style-type: none"> • Arrival at Entebbe International Airport (EBB); pick-up by Fairway Hotel shuttle. • Check-in at Fairway Hotel, Kampala. <p>NB: If you encounter any difficulties, please request assistance from airport staff to call George Ntibarikure on (WhatsApp or phone) at 0772472103 or Robbinah Hakiza 0772490897</p>
Day 2	<ul style="list-style-type: none"> • Rest day in Kampala.
Day 3	<ul style="list-style-type: none"> • At 8:00am, the volunteer will be picked up at the hotel by George Ntibarikure and taken to the CRS office for introductions and briefings. • The volunteer will be briefed by the F2F team about the host and discuss with the team the related logistics and anticipated outcomes of the assignment. • The volunteer may also prepare assignment-related materials while at the CRS office. • Following the briefing, the volunteer will travel to Iganga District accompanied by the F2F team members to start the assignment
Day 4	<ul style="list-style-type: none"> • Welcome and introduction to the Bukawa ACE team. Site inspection of the cooperative’s premises.
Day 5-16	<ul style="list-style-type: none"> • The volunteer carries out the training, working directly with the host organization.
Day 17	<ul style="list-style-type: none"> • Debrief/exit meeting with the host in the presence of CRS staff • Travel back to Kampala
Day 18	<ul style="list-style-type: none"> • In-country/virtual debrief with CRS staff and/or USAID Mission.

	<ul style="list-style-type: none"> • Reimbursement of expenditure and liquidations (if any) with the finance department, as required. • Submission of volunteer reports, training attendance sheets, assignment reports, PPT presentations and any reference materials to the CRS F2F team. • The volunteer departs for the US.
	<ul style="list-style-type: none"> •

G. DESIRABLE VOLUNTEERS SKILLS

- Formal qualifications in finance management, agribusiness, or agricultural economics.
- Experience in credit sales management for agribusiness enterprises and others.
- Knowledge and skills in developing a framework for credit sales management including policies, tracking and assessment tools, invoices, contracts etc.
- Good interpersonal and communication skills

H. ACCOMMODATION AND OTHER IN-COUNTRY LOGISTICS

- The volunteer will stay in Kampala at [Fairway Hotel](#). The hotel will be booked and confirmed before the volunteer's arrival. The hotel includes services such as airport pickup and drop-off, breakfast, wireless internet, etc.
- For the duration of the assignment, the volunteer will be booked into [Mum Resort Hotel](#) in Iganga District. CRS Uganda will cover the costs of lodging against receipts. CRS HQ will provide the volunteer with a per diem advance to cover meals and incidentals.
- All required materials will be prepared ahead of time and will be provided to the volunteer.
- CRS Uganda will provide the volunteer with a laptop computer (if s/he needs one), local internet dongle (modem/EVDO) and mobile phone with charged local SIM-card. Any other required logistics and facilities can also be requested by the volunteer during her/his stay. CRS will provide a vehicle and accompany the volunteer to the location of the assignment.
- Security information will be provided by the CRS Uganda security focal person at the CRS Kampala office on Day 3.

I. ASSIGNMENT PREPARATION RECOMMENDATIONS

Training materials and preparation

- While CRS F2F has crafted the SOW, the volunteer can enhance it further leveraging their professional expertise to effectively execute this assignment.
- Prior to the assignment, the volunteer is advised to prepare the necessary training and demonstration aids and written handouts. Soft copies of the handouts and any other paper materials can be printed for immediate use at the CRS office in Kampala on request by the volunteer.

- CRS will arrange a connection call between the volunteer and the host prior to the volunteer's departure from the US. At this point, all parties will review and confirm the objectives of the SOW.
- If the volunteer requires simple training aids like flip charts, markers, or tape s/he should make the request and obtain the materials from the CRS office in Kampala prior to traveling to the assignment site.
- Handouts can be translated into the local language in the locality of the assignment, if required.
- Depending on the training location and availability of electric power and an LCD projector, the volunteer may be able to use a laptop and projector for PowerPoint presentations.

Training participant demographics

- BACE currently employs 12 local staff comprising of 10 males (5 youths and 5 adults) and two females. Most staff have attained secondary level of education in different academic fields ensuring that literacy is not a concern.

Roads and transportation

- The volunteer will travel by ground transportation for approximately 5 hours from Kampala to Iganga
- The road from Kampala to Iganga is tarmacked with some sections of broken tarmac and road works. In Iganga district, the volunteer will be stay at Mums Resort Hotel travelling to and from the hotel to host locations during assignment implementation. The road from Iganga to BACE is gravel but not bumpy.

Security and Health

- Nearby hospitals and clinics are easily accessible if needed. Should assistance be required, we kindly ask volunteers to adhere to the CRS travel insurance process and consult the CRS F2F volunteer handbook for guidance on accessing medical care during the assignment.
- In case of emergencies, volunteers should contact the host focal point or the F2F country team for assistance.
- There are no major security issues in **Iganga district**; however, we ask volunteers to remain vigilant and scan their surroundings. Traveling early in the morning and late afternoon is not advisable. Aim to conclude daily activities between 8:00 am and 5:00 pm.

Communication

- Reliable electricity supply is not a major issue in Kampala and Iganga. However, electricity might be switched off for a few hours in either of the towns to perform regular maintenance or during bad weather conditions that could cause electricity outages. Therefore, it's advisable to ensure that electronic devices are fully charged when power is available.
- Unless there are internet interruptions, the volunteer can access free Wi-Fi from Mums Resort Hotel and the host office during the assignment.

Working Environment and Culture

- The Ugandan business environment and culture values trust and forging meaningful relationships. We encourage you to accept any invitations from host staff or training participants to informal gatherings such as lunches, wedding parties, and cultural ceremonies to nurture personal relationships with them.
- Uganda takes a flexible approach to adhering to schedules and deadlines. When working with people, it's advisable to reinforce the importance of the agreed-upon deadlines and how any delays may affect the overall assignment.

Weather and climate

- In July, [Iganga](#) typically experiences high temperatures and moderate rainfall. Daytime temperatures hover around 28°C, while nights can cool down to about 18°C. The volunteer is encouraged to carry both light and thick casual clothing, and bring an umbrella or raincoat.
- Visit www.accuweather.com to check the weather forecast closer to your travel dates for any unexpected changes and to pack accordingly.

Recommended reading

CRS recommends that volunteers become familiar with [CRS programming in Uganda](#), and the [Agribusiness Development](#) or [Nutrition](#) Country F2F Project description.

J. KEY CONTACTS

To express interest in this assignment, please email the CRS Baltimore contact listed below. To find out additional information about the host, issue description or field conditions, please email the country contact provided below, copying the CRS Baltimore contact.

CRS Baltimore	
Chi Olisemeka Operations Specialist Farmer-to-Farmer Program 228 W. Lexington Street Baltimore, MD 21201 +1 410-951-7271 Email: chi.olisemeka@crs.org	
CRS Country Program	
George Ntibarikure Project Director Farmer-to-Farmer Program Uganda Office Tel: +256 031 226 5658	Robbinah Hakiza Senior Project Coordinator Farmer-to-Farmer Program Uganda Office Tel: +256 031 226 5658

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Host Organization	
Hakim Bogere Position: Manager Bukawa ACE Phone cell number: +256 786 142168 Email address: bukawaace@gmail.com	Edward Kayiira Position: Chairman Board Bukawa ACE Phone cell number: +256 782 495525 Email address: kayiraedward2@gmail.com

Annex

Gender Consideration Questions

1.1 Are there particular barriers to women’s participation in the value chain associated with this assignment topic? If so, how can the assignment address the particular barriers women face?

This question examines the unique constraints women may face in participating in the value chain as it relates to the assignment topic. It requires the F2F team to identify and state what those constraints are and explain how the assignment plans to address them. Consider the constraints on both the value chain and organizational levels.

Example: *A poultry farm in Ethiopia has requested a volunteer to assist with maintaining its poultry machines. As part of the training, key team members will learn how to maintain the machines. Are women usually involved in this activity, both within the Ethiopian poultry value chain as a whole and within the host organization specifically? What barriers typically deter women from pursuing this line of work if they want to? How can the assignment help break down these barriers to encourage more women to engage in poultry maintenance work if they wish to - initially within the host organization and potentially beyond?*

1.2 Are there particular barriers to men’s participation in the value chain associated with this assignment topic? If yes, how can the assignment address the particular constraints of men?

This question examines the unique constraints men may face in the value chain as it relates to the assignment topic. It requires the F2F team to identify and state what those constraints are and explain how the assignment plans to address them. Consider the constraints on both the value chain and organizational levels.

Example: *A Farmer-to-Farmer nutrition-related assignment will demonstrate how to prepare spinach so it retains its Vitamin A. Women in the community cook the food. Men prefer their spinach cooked in oil which dissolves the vitamin A. The volunteer will show the participants how to sauté spinach without oil.*

What barriers limit men from participating in the cooking demonstrations? How can the assignment help break down these barriers to encourage more men to participate in the assignment?

2.1 How does the assignment contribute to increasing the capacities of women?

This question focuses on how the assignment will contribute to the increased capacity (knowledge, skills) of women. State in what ways this assignment aims to increase the capacities of women.

2.1 How does the assignment contribute to increasing the capacities of men?

This question focuses on how the assignment will contribute to the increased capacity (knowledge, skills) of men. State in what ways this assignment aims to increase the capacities of men.

3.1 How does the assignment motivate women to participate?

This question focuses on the steps the F2F team and/or host organization plan to take or have taken to encourage and motivate women to attend the training sessions.

Is the topic relevant to women's lives? If not, how can it be tailored to be relevant? Are there special advertisements targeting women? Are advertisements posted at locations where women typically visit to ensure they are aware of the event? Are there any pre-assignment gatherings to discuss the benefits with women participants? If the host is an enterprise, what is the enterprise doing to include its women staff in the training?

3.2 How does the assignment motivate men to participate?

This question focuses on the steps the F2F team and/or host organization plan to take or have taken to encourage and motivate men to attend the training sessions

Is the topic relevant to men's lives? How can the team ensure that men recognize the benefit of the topic even if it's not typically of interest to them or their responsibility such as nutrition/food preparation assignments? Are there special advertisements targeted towards men? Are advertisements posted at locations where men visit? If the host is an enterprise, what is the enterprise doing to include its male staff in the training?

4.1 How have the assignment's logistics been organized in a way that facilitates women's participation? If no logistical arrangements have been made yet, how can they be organized to facilitate women's participation?

This question examines whether the F2F team and host organization have considered the specific logistical challenges faced by women. This differs from motivation, as it focuses on whether women can realistically attend once motivated. Considerations include:

- Are training hours scheduled when women typically have fewer household responsibilities?
- Are training hours such that women can safely return home afterwards?
- If training occurs during afterschool hours, are there areas for children to play safely while parents attend?
- Is the meeting venue situated in a safe area?
- Is the meeting location convenient in terms of proximity to participants' homes?
- Are there any travel restrictions that may pose challenges for women or young females attending?

4.2 How have the assignment's logistics been organized in a way that facilitates men's participation? If no logistical arrangements have been made yet, how can they be organized to facilitate men's participation.

This question examines whether the F2F team and host organization have considered the specific logistical challenges faced by men. This differs from motivation, as it focuses on whether women can realistically attend once motivated. Considerations include:

- Are training hours scheduled when men typically have fewer work-related responsibilities?
- The duration of the training; men tend to respond better to shorter trainings.
- Is the meeting location convenient in terms of proximity to participants' home or place of work?
-

Youth Consideration Questions

The following questions are similar to the ones above; however, we ask that F2F team - *in consultation with the host* - analyze constraints and barrier specific to male youth and female youth.

1.1 Are there particular barriers to female youth's participation in the value chain associated with this assignment? If there are, how can the assignment address the identified constraints of the female youth?

This question examines the unique barriers that keep female youth (not women or male youth) from participating in the value chain associated with the assignment. Once some of the barriers have been identified, how can this assignment help remove those barriers?

1.2 Are there particular barriers to male youth's participation in the value chain associated with this assignment? How can the assignment address the particular constraints of the male youth?

This question examines the unique barriers that keep male youth (not men or female youth) from participating in the value chain associated with the assignment. Once some of the barriers have been identified, how can this assignment help remove those barriers?

2.1 How does the assignment contribute to increasing the capacities of female youth?

This question focuses on how the assignment will contribute to the increased capacity (knowledge, skills) of female youth. State in what ways this assignment aims to increase the capacities of female youth.

2.2 How does the assignment contribute to increasing the capacities of male youth?

This question focuses on how the assignment will contribute to the increased capacity (knowledge, skills) of male youth. State in what ways this assignment aims to increase the capacities of male youth.

3.1 Are there particular barriers that might prevent female youth from participating in and benefiting from this assignment? How has the assignment been planned to remove those barriers?

This question focuses on identifying barriers that may hinder female youth from fully engaging and benefiting from volunteer-led training sessions. Once barriers are identified, the team must address these constraints to ensure participation. Examples of barriers include:

- *Logistics*: Some young women may face restrictions on traveling alone to attend the trainings.
- *Active participation*: Some may feel uncomfortable expressing their thoughts and opinions in a setting where adult men and women, as well as young males, dominate the room.

3.2 Are there particular barriers that might prevent male youth from participating in and benefiting from this assignment? How has the assignment been planned to remove those barriers?

This question focuses on identifying barriers that may hinder male youth from fully engaging and benefiting from volunteer-led training sessions. Once barriers are identified, the team must address these constraints to ensure participation. Examples of barriers include:

- *Active participation*: Some male youth may feel uncomfortable expressing their thoughts and opinions in a setting where adult men and women dominate the room.

Climate Consideration

1.1 Will the assignment address climate change? (Yes/No) If yes, please include this in the issues description. How does this assignment plan to address the issue of climate change?