**LETTER OF INVITATION-LOI Submission of Proposals Reference No : 2000003738**

Dear Sir/Madam,

IFAD is an international financial institution and a specialized United Nations agency. It is dedicated to eradicating poverty and hunger in rural areas of developing countries. IFAD provides low-interest loans and grants to developing countries to finance innovative agricultural and rural development programmes and projects. For more information on IFAD, please visit: [www.ifad.org.](http://www.ifad.org/index.htm)

The purpose of the present call for proposals is to select a recipient or consortium of recipients to receive IFAD grant financing to implement the project:***Digital Advisory Support Services for Accelerated Rural Transformation***. Financing has already been approved for this project based on a concept note developed by IFAD. Interested potential recipients or consortiums of recipients are invited to submit a proposal, by filling out the template Design Document provided.

Kindly note that you may request clarifications during the first 2 weeks of the submission period (up until**, Friday, July 30, 2021 15:00 hours CEST**) adding ***query*** to the subject line and submitting them to:

Ms. Brenda Gunde and Ms. Valentina Camaleonte at the following id: Digital\_Advisory@ifad.org.

**IFAD will not address requests for clarifications received after the deadline indicated above.**

Please acknowledge receipt of this Invitation to Submit Proposals and confirm your participation by **Wednesday, July 28, 2021 15:00 hours CEST**

Kindly note that the deadline for submitting your application is **August 13, 2021, 15:00 hours CEST**; Proposals submitted after this deadline will be considered ineligible.

Your proposal will be considered as part of a selection process, and will compete with other proposals for IFAD grant resources. Please note that all submissions received will be evaluated against pre-determined criteria. The following documents are part of this Invitation to Submit Proposals:

* This Letter of Invitation with Terms of Reference of the project
* The Design Document Template to be used for your submission
* Grant Agreement and General Provisions Applicable to IFAD Grant Agreements
* Evaluation methodology and criteria for the review of the submissions
* Bidders’ self-certification of eligibility for IFAD grant financing
* Grant FMAQ

Your submission will include:

1. Project proposal, submitted using the grant Design Document template with a detailed

Budget using the activity based budget table;

2. Bidders' self-certification of eligibility for IFAD grant financing and Grant FMAQ, duly filled in;

3. A brief institutional profile, detailing experience in the priority area and specific theme outlined in the Terms of Reference of the project, and in the region/countries where the grant would be implemented.

To the extent eligible institutions deem it appropriate to partner with other institutions, they can do so. In this case, only the main applicant institution shall be responsible for achieving the project objectives and outcomes, producing the expected outputs, the overall project management, financial and technical reporting to IFAD, while the partner institution(s) will be sub-contracted by the proponent. In case of applicants partnering with other organizations, a single application must be submitted to IFAD for consideration, clearly indicating the lead agency and the names of all collaborating partners. The recipient may choose to sub-contract any part of the services under this agreement to a person or entity except those in Component 1 of the terms of reference . The lead recipient shall be fully responsible and liable for the delivery of the services performed by sub-contractors or on their behalf.

The preparation of the proposal shall be by, and at the expense of, your organization. IFAD shall not reimburse any costs incurred by you in the preparation of the proposal, site visit, collection of information, oral presentation, or for any subsequent discussions, clarifications, and negotiations related to this Invitation to Submit Proposals, whatever the outcome of the invitation may be, including the case of no award. IFAD reserves the right to annul the selection process at any time without thereby incurring any liability to the applicant. This Invitation does not commit or obligate IFAD to award a grant. In addition, please be advised that should your proposal be accepted, this does not guarantee IFAD support. The proposal would then need to be further developed and it will subsequently undergo rigorous approval processes, which closely examine technical, financial and legal aspects.

By submitting a proposal, applicants agree to abide to all conditions set forth by IFAD.

For more information on IFAD's grants programme, please visit:

[www.ifad.org/en/grants-design-and-management](http://www.ifad.org/en/grants-design-and-management)

**Terms of Reference of the project**

**Digital Advisory Support Services for Accelerated Rural Trans-formation**

# Background

1. The International Fund for Agricultural Development (IFAD), a specialized agency of the United Nations, was established as an international financial institution in 1977. IFAD is dedicated to eradicating rural poverty in [developing countries](https://www.ifad.org/asset?id=1671717). Over 70 per cent of the world's poorest people - 1.4 billion women, children and men - live in rural areas and depend on agriculture and related activities for their livelihoods. IFAD’s overarching development goal is to invest in rural people to enable them to overcome poverty and achieve food security through remunerative, sustainable and resilient livelihoods. To achieve this goal, IFAD will pursue three closely interlinked strategic objectives: to increase poor rural people’s productive capacities; increase poor rural people’s benefits from market participation; and strengthen the environmental sustainability and climate resilience of poor rural people’s economic activities.
2. Small producers face several challenges that are hindering their productivity and resilience such as poor access to agronomic and weather advisory services; lack of access to finance; poor access to infrastructure and modern equipment; fragmented or inadequate access to markets; and more frequent and extreme weather events resulting from climate change. Globally, a plethora of digital tools and solutions are being developed and deployed to mitigate these challenges, ranging from low-tech solutions disseminating agronomic advisory information to high-tech holistic tools involving satellites, sensors and big data analytics. If effectively integrated into national development projects and policies, these digital tools can provide an array of benefits to smallholder farmers and producers, providing a pathway to the formal economy and helping them increase their income and become more resilient to the effects of climate change and other challenges. The COVID-19 pandemic has particularly underscored such potential and the need for greater digitalization.
3. IFAD’s first ICT4D Strategy 2020-2030 aims at leveraging ICT to increase development impact and improve the economic and social conditions of rural people through increased agricultural productivity, greater benefits from market participation and strengthened household resilience. To this end, the strategy proposes four action areas: (i) promote scalable uptake of ICT4D solutions; (ii) strengthen ICT4D partnerships; (iii) enhance ICT4D knowledge management and sharing; and (iv) build internal ICT4D awareness, capacity and leadership. A four-year Action Plan 2021-2024 to implement the first phase of the strategy has also been approved and is being currently rolled out. As part of its 12th Replenishment period (2022-2024), IFAD has committed to integrate ICT4D, digital agriculture and behavioural approaches in its programme of work.
4. While, there is already strong willingness and uptake of ICT4D solutions and interventions in ongoing IFAD operations, limited attention is devoted to gaps at the strategic and ecosystem levels, such as coherent national agricultural digitalization strategies and the enabling of policy and regulatory frameworks. There is also limited attention on the development of strategies for improving digital literacy in rural and remote areas. The grant is expected to streamline some of the existing work and create a systemised body of knowledge and capacities among implementing partners, member countries to help strengthen and scale-up digitalisation.
5. Against this backdrop, there is a need to strengthen ICT4D capacity in member countries, including in identifying most suitable solutions, assessing risks, designing better and targeted projects that meet the need of the rural poor people, and scaling-up those successful solutions. This is particularly urgent in light of the negative effect that COVID 19 is having on their economies and derailing the progress already achieved on SDG1 and SDG2.
6. This call for proposal aims at engaging Digital Advisory Services (DAS) for a period of 3 years (2022-2024). The selected organization (the grant recipient) would coordinate and manage a core group of technical knowledge/ advisory services team of ICT4D players. The grant recipient could be an organization (or a consortium of 2/3 players with a lead agency) with a cross functional experience from strategizing to implementation of digital agriculture solutions, capacity building and knowledge management.
7. The DAS will act as a support facility to help selected IFAD member countries to accelerate the implementation of ICT4D activities in agriculture and rural development interventions, **particularly focusing on the key thematic areas of access to markets and inclusive financial services.**
8. DAS will support three key areas of work (i) Advice on and support to piloting and scale-up of ICT4D solutions integrating with IFAD projects; (ii) Building capacity and awareness on ICT4D; and (iii) Strengthening learning and knowledge management, through demand driven support in deploying ICT4D experts. (details in the scope of work)
9. While IFAD has ongoing operations in 93[[1]](#footnote-1) countries in 5 regions including Asia Pacific Region (APR), East and Southern Africa (ESA), West and Central Africa (WCA), Near East & North Africa (NEN) and the Latin America and the Caribbean (LAC); DAS will primarily focus on 3 regions ESA, WCA and NEN (56 countries). This is in order not to spread too thinly the limited resources and because of the vast needs and wider digital gap in Africa and the Near East (NE) region. However, the grant project will generate knowledge and tools that can be used broadly, through the use of South-South Triangular Cooperation (SSTC) between regions, and if successful, could be replicated in other regions.
10. Overall, the grant is expected to support approximately 9 COSOPs, 9 New Designs and 9 Ongoing IFAD Projects through technical advisory on ICT4D integration spread over 3 years. The grant will also support capacity building efforts through approximately 15-18 capacity building sessions covering over 500 participants in the selected regions.
11. IFAD is seeking to select an organization (grant recipient) to manage the Digital Advisory Services through a competitive selection process.

Capacity Building – Training Modules, E-learning, Workshops

Knowledge Management

Figure 1: Key IFAD operations to be supported under DAS

# Goal, Objectives and expected outcomes of DAS

1. **The goal** of this grant is to support the sustainable integration of proven ICT4D solutions that can improve the economic and social conditions of the rural poor, including women and youth.
2. **The main objectives of the DAS are:**
* To provide technical capacity and up-to-date expertise to integrate ICT4D solutions in select IFAD projects and country strategies for accelerated rural transformation.
* To provide technical advisory integrating ICT4D solutions across key thematic areas, but particularly focusing on market access and financial inclusion.
* To develop knowledge and capacities within target countries and IFAD projects, implementing partners for effective implementation of ICT4D solutions.
* To develop and disseminate knowledge toolbox including business models, guides and best practices on ICT4D to enable scalable uptake of digital solutions.
* To systemise and streamline the integration of digital solutions in-line with IFAD’s ICT4D strategy, country strategies and ongoing programmes
1. **Expected outcomes are:**
* Sustainable adoption of digital solutions that increase access to markets and inclusive financial services, translating into increased income and overall rural transformation.
* Increased capacities within target countries, IFAD Projects and implementing partners to identify and implement ICT4D solutions integrated with IFAD’s programmes.

Increased Digital Capabilities in targeted Regions to integrate digital agriculture into Country Strategies and Programme designs

1. **Key Outputs:**
* Contribute to achieving the key IFAD 12 commitments under IFAD’s ICT4D Strategy and corresponding action plan through advisory on ICT4D to support integration of digital components during COSOP development; new programme designs and scale-up implementation for ongoing projects.
* Capacity building of internal and external stakeholders including project teams, relevant government partners and staff in the field are built through customised training/e-learning opportunities.
* Relevant knowledge products building on industry best practices and lessons learnt from the field are captured and dissemination through various channels including atleast 2 dissemination events organised per year focusing on relevant stakeholders.
* Key results from pilots and scaled-up implementation of ICT4D interventions are effectively captured and integrated through knowledge, capacity building and implementation activities, including through SSTC.

# Scope of Work for the Digital Advisory Services

## Key Aspects

1. The DAS is operational in modality and will rely not only on the capacity of the experts/specialists engaged by DAS but also on consultations with the IFAD ICT4D task team[[2]](#footnote-2), the country teams, project staff and the relevant beneficiaries to foster strong synergies and higher impact delivery.
2. While guided by IFAD’s ICT4D strategy, DAS will have three key areas or work (i) Advice on and support to piloting and scaling of ICT4D solutions; (ii) capacity building and awareness on ICT4D; and (iii) Strengthening learning and knowledge management;
3. The three areas of work will contribute toward scalable and sustainable uptake of ICT4D solutions with IFAD’s programme of work and increased internal and partner capacities to strengthen its delivery of solutions focused on rural transformation.
4. IFAD works on a broad range of thematic areas relevant to rural transformation including agronomy, livestock, fisheries and aquaculture, water, natural resource management, farmer organisations and institutions, access to land, markets, and finance, as well as well other core issues including improved targeting, monitoring and evaluation. Thus, the implementation of ICT4D solutions could cater to one or more of these thematic areas with a higher focus specifically on access to markets and financial services.
5. The design of the solutions will be in-line with the defined four mainstreaming priorities i.e. gender, youth, nutrition, and climate change of the projects.
6. The design of solutions will be in-line with the principles of digital development[[3]](#footnote-3) which include: (1) design with the user; (2) understand the existing ecosystem; (3) design for scale; (4) build for sustainability; (5) be data driven; (6) use open standards, open sources, open data and open innovations; (7) reuse and improve; (8) address privacy and security; and (9) be collaborative. Taken together, these principles will form the core of a quality assurance process for interventions in digital agriculture. DAS is expected to help in a systematic integration and verification of consistency with the nine principles to further enhance the quality and impact of the supported solutions.
7. DAS will align and integrate best practices from other development agencies, IFI’s, NGOs and think tanks based on context and specifically with the newly established International Digital Council for Food and Agriculture to be hosted by FAO, particularly on integrating knowledge, best practices, actions and policy frameworks on digitalization. DAS will also provide support through sharing of good practices and knowledge towards IFAD’s representation to the advisory committee and working groups of the council.

## Direct and indirect target beneficiaries

1. Direct target groups for the activities to be supported by the grant are project management units (PMUs) as part of IFAD projects, staff from implementing agencies such as ministries of agriculture or other related institutions in supported countries, and other relevant stakeholders supporting or over-seeing ICT4D activities, including high-level decision-makers in IFAD client countries.
2. Indirectly, the grant will help smallholder farmers including youth and women in accessing information and services for improved access to markets and financial services through digital solutions.
3. The estimated number of direct beneficiaries through implementation support, advisory may include 15-18 PMU’s/projects in selected countries. Through Capacity building activities, the grant is expected to cover almost 500 participants during 3 years including PMU/implementing partners in targeted member countries.
4. Overall, the grant is expected to support integration of ICT4D interventions in an estimated 9 COSOPs/CSNs and 9 Ongoing projects Projects and 9 new designs. (Details on the potential country strategies and programmes are included in sections below)
5. DAS will harvest and evaluate ICT4D experiences, taking into account country and regional contexts. It will also develop a network of ICT4D specialists on a regional basis that IFAD member countries and implementing agencies can tap into, and will promote SSTC peer-to-peer learning.

## Expected structure for DAS

1. It is expected that the grant recipient will have at least a few core staff including the DAS manager and staff support for financial and administrative management and reporting to IFAD.
2. DAS is also expected to engage full time or on rolling basis, relevant technical expertise for digital advisory as per the needs to be defined through an annual work planning process at the start of each year.
3. While, in many countries the official working language is English, additional language requirements such as Arabic and French may be expected from Technical Experts on an adhoc basis.
4. The grant recipient would be required to submit the management structure and details on how it would source expertise and key practitioners relevant to the needs of the grant activities.

## Component 1: Advice on and support to piloting and scaling of ICT4D solutions

1. The DAS will provide operationally relevant support packages comprising evidence-based advice on appropriate proven ICT4D solutions that are deemed suitable for various projects targeting rural poor and small producers, including women and youth. The packages will also provide advice to member countries on scalability and exit strategies in order to ensure sustainable applications.
2. A key part of DAS’s work would be on new designs and on-going IFAD-supported projects and country strategies where digital tools have strong potential to be integrated.
3. The regional divisions in consultation with the ICT4D Task team have identified a shortlist of potential number of countries, projects and country strategies, which can be expected to seek support from DAS. The initial shortlist is subject to change/substitution during the implementation based on emerging scenarios and demands from IFAD member countries.
4. Tentative list of countries (by region) with new expected CSNs, COSOPs or projects as well as number of ongoing projects is listed below:

|  |  |  |  |
| --- | --- | --- | --- |
| 1. Type of Intervention
 | 1. ESA
 | 1. WCA
 | 1. NEN
 |
| Existing operations :  | 16 countries, 43 ongoing projects | 22 countries, 40 ongoing projects | 18 countries, 36 ongoing projects |
| Ongoing projects to be supported | 3 Ongoing (Tentative List of focus countries and projects)* FARMSE, Malawi
* TRADE, Malawi
* 1- TBD
 | 3 Ongoing (Tentative List of focus countries and projects)* 1 regional project- Joint Sahel Project
* Youth Integrated Agriculture Incubation and Digital Rural Finance Services, Rwanda and Nigeria
* Agri Fin Project - Climate Mitigation and Adaptation and Digital Services, Nigeria

*These projects are all going to scale to other countries in the Region* | 3 Ongoing Projects: (Tentative List of focus countries and projects)* PDRMA, Morocco
* PRODER Taza, Morocco
* REGEP, Jordan
* SAIL, Egypt
* URDP, Turkey
 |
| New Projects to be supported | 2-3 New DesignsTentatively Uganda and 1 TBD | 2-3 New DesignsTentatively  Mali and Niger  | 3 New DesignsTo be selected from Yemen/Egypt/Lebanon/Morocco/Bosnia/Kyrgystan/Moldova/Turkey/Tajikistan/Uzbekistan  |
| New COSOPs and CSNs by country  | COSOPS/CSN- 4Tentative:COSOPS: Eswatini and MalawiCSN : Botswana and Namibia    | COSOPS- 2Tentative:COSOP: TBD | COSOPS – 3Tentative: Turkey/TBD |

1. DAS would help in providing country diagnostics and identify most promising opportunities for digitization. DAS will support in the identification of range of technologies and corresponding business models that may be applicable for the countries.
2. The DAS will also provide advice on digital tools that may help in targeting and for M&E and impact assessment of the supported projects.

### Support to Country Strategies

1. DAS will be required to undertake macro assessments of digital solutions, capacities and strategies for country programmes in alignment with the key strategic objectves of the new COSOPs/CSNs. Written contributions to the country strategy documents may be required from DAS.
2. DAS will be required to participate through in-country/remote consultations (usually ranging between 1-2 weeks) with government counterparts, civil society, private sector, other DFI/IFI/UN agencies, etc. as part of the development process for COSOPs/CSNs.
3. DAS may be required to also contribute to written responses or otherwise to queries from in-country partners and IFAD senior management as part of clearance process for the new country strategies.

### Support to New and Ongoing Projects

1. DAS will support the designing, piloting, testing and scaled-up implementation of the digital solutions in the selected IFAD projects (or support on-going projects which are about to integrate ICT4D solutions), by technically backstopping and providing on-demand expertise and support to the implementing agencies and PMUs. It will also build evidence on what is working and what is not, and how it works.
2. DAS technical experts would be required to participate directly or provide remote support in design, supervision and implementation support missions for new and ongoing projects from time to time during the year. The dates for such missions although decided at the start of the year are subject to change based on local conditions.
3. The range of technologies and solutions that may be requested could range from low-tech technical solutions such as Unstructured supplementary service data (USSD), Integrated Voice Response System (IVRS) to advanced technologies using GIS, remote sensing, Precision Agriculture, Artificial Intelligence (AI) and Block chain interventions more specifically focused particularly on market access and access to finance. The DAS may also provide advice on digital tools that may help in targeting and for M&E and impact assessment of the supported projects
4. The design of the solutions will be in-line with the four mainstreaming priorities i.e. gender, youth, nutrition, and climate change of the projects.
5. DAS may also be required to develop relevant business models, detailed design and implementation guidelines and solution references as maybe required independently or in coordination with private sector /local bodies and experts.
6. The design and implementation of interventions will carefully consider the last mile infrastructure, capacities and needs of stakeholders as well as take into consideration the exit strategies for various interventions to support sustainability and scale-up of solutions
7. DAS will aim to facilitate and coordinate partnerships with local expertise, as well as with carefully selected private ICT4D solution providers such as AgTechs and Fintech players and e-market platforms or other organizations supporting ICT4D in the same countries.
8. Identification and piloting of solutions and partners will be in full consultation and agreement with the projects and country teams and other relevant stakeholders including beneficiaries.
9. While most interventions are expected to be implemented within country programmes, a few regional solutions/activities may be expected specifically building on existing ICT4D interventions.
10. The cost of implementing the actual solutions will be covered through IFAD’s programme of loans and grants or through co-financing and partnerships.
11. DAS will be required to adopt a flexible approach and be able to deploy expert advisors and practitioners in multiple location and work streams at the same time and at times at shorter notice.
12. In alignment with the requirements of design and implementation support missions, the core experts will be required to deliver inputs in writing within agreed dates and timelines.
13. DAS may be required to also contribute to written responses or otherwise to queries from in-country partners and IFAD senior management as part of clearance process for the new project design.

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| --- | --- | --- | --- |
| Key Deliverables | Year 1 | Year 2 | Year 3 |
| Number of COSOP and CSN supported- tentative and based on demand | 2 | 4 | 3 |
| Number of new designs support through direct/remote participation  | 3 | 3 | 3 |
| Number of ongoing projects supported.  | 3 | 3 | 3 |

##  Component 2: Building capacity and awareness on ICT4D

1. The DAS will provide training to PMUs, relevant implementation agencies, and related officials through for example interactive trainings, workshops, online training and app based-learning.
2. DAS will also be expected to develop relevant content and deliver training to the beneficiary groups (especially women and youth representatives, farmer organisations etc.). A training of trainer’s model is expected to achieve scale in capacity building activities.
3. High-level decision makers will also be sensitized about the use of state of art digital technologies for agriculture in their future decision-making.
4. For this component, the grant will aim to leverage on and create synergies and complementarities with the work of other RBAs, notably FAO, other UN organizations and partner IFIs, as well as the recently created digital council for food and agriculture led by FAO to which IFAD has been and will continue to provide input.
5. The focus of the trainings will not be just on technologies, but more on why and how to identify, design and implement digital solutions.
6. The training and capacity building content and format will be tweaked based on the type of stakeholders. For example- training to youth and women groups, may include more components of digital literacy than on design of solutions.
7. The content, duration and expectations from the trainings will be finalised based on e-consultations, surveys etc. which will be rolled out by DAS.
8. Delivery of training in country will be facilitated (venue, participants etc.) by IFADcountry programmes and implementing partners.
9. Some potential training topics for capacity building could include the following among others to be defined in consultation with IFAD ICT4D specialists and task team:
* Central concepts of ICT4D
* Types of digital solutions, technologies and their impact on smallholders- case studies, lessons from field
* How to identify relevant solutions and technologies
* Business models for ICT4D interventions
* Standard procedures for design and implementation of ICT4D in IFAD projects

|  |  |  |  |
| --- | --- | --- | --- |
| Key Deliverables | Year 1 | Year 2 | Year 3 |
| Number of training modules developed | To be determined based on survey needs |
| Number of capacity building activities including workshops conducted | 6 | 6 | 6 |
| Number of direct participants (approximate) | 180 | 180 | 180 |

## Component 3: Strengthening learning and knowledge management

1. Based on the cases and evidence generated from component 1 and feedback from component 2, the DAS will be responsible to develop knowledge products and organise and manage events for their effective dissemination.
2. Knowledge Products will build on the lessons from activities being undertaken under the grant and hence are expect to start in the later part of the first year of implementation of DAS.
3. The focus of the knowledge products (KPs) is to enable operational guidance focusing on local, national and regional contexts as well as share good practices and lessons.
4. The knowledge products could be in the form of guides, quick how-to-do notes, technical briefs, blogs, videos, webinars etc. on relevant ICT4D innovations. Keeping a focus on operational aspects, the KPs must identify risks and implementation modalities, while being sensitive to differentiate the needs of women and youth.
5. DAS will work closely with the knowledge management and coordination unit within IFAD, the regional and national KM officers on development of specific products.
6. DAS may also be required to coordinate with IFAD’s SSTC and knowledge centres based in Ethiopia, Brazil and Beijing to organise and facilitate interactions and peer-to-peer learning events between relevant partners.
7. DAS will also be responsible for preparing dissemination plan and its effective implementation through learning events, webinars, integration in capacity building activities etc.
8. DAS will be required to develop a microsite where knowledge products and other digital content such as photos and videos from capacity building, country implementation etc. can be posted and freely accessed. IFAD can provide internal ICT services for hosting and administration of the microsite post completion of the grant.
9. Additional dissemination channels could include IFAD’s Rural Solutions Portal, and various regional or country-specific knowledge platforms (such as WCA's Farmer Connect Platforms), and other in country local communication channels.

|  |  |  |  |
| --- | --- | --- | --- |
| Key Deliverables | Year 1 | Year 2 | Year 3 |
| Number of Knowledge products developed | TBD | TBD | TBD |
| Number of dissemination activities including learning events/SSTC | 1 | 3 | 2 |

# Monitoring and Evaluation

1. The DAS retains the responsibility for ensuring that the necessary data is collected from projects, COSOPs/CSNs and pilots, scale-up of existing operations supported.

1. DAS will also be responsible for overall reporting and capturing of relevant data, information and lessons from capacity building activities.
2. DAS will work with integrating data collection relevant to the reporting of outputs, outcomes and impact in regular data collection of projects.

# DAS Management and Coordination

1. This grant will be managed by IFAD’s ICT4D team headed by Senior Global Technical Specialist (SGTS) for ICT4D in Agriculture. The team is part of the Sustainable Production, Markets and Institutions (PMI) Division of IFAD.
2. DAS Manager will be responsible for overall reporting of the grant activities, outputs and outcomes on a bi-annual basis to the SGTS, ICT4D.
3. IFAD’s team will review and supervise the grant based on the agreed yearly Annual Work Plan and Budget.
4. SGTS, ICT4D will support DAS Manager in identification of country and project counterparts for close coordination of work activities and will be overall responsible for liasoning and coordination of activities under the grant.
5. The DAS core management and coordination activities will need to be delivered directly by the lead grant recipient. These cover:
* Hiring and managing core DAS staff.
* Establishing partnerships with other organizations and hiring/sub-contracting expertise and service providers to deliver specific services.
* Developing the DAS operations manual.
* Annual work planning and budgeting of activities
* Coordination, monitoring and evaluation of key activities of the grants.
* Financial reporting and management
* Managing overall reporting to IFAD
1. DAS may sub-contract any other services other than the core management and coordination.
2. There will be flexibility in terms of the geographical location of the DAS manager subject to the flexibility to travel to IFAD regional locations (Cairo, Nairobi, Cote d’voire), IFAD HQ and other field locations based on the needs of the grant.

# Funding and duration

1. The DAS will be funded through a grant. Subject to approval of the grant by the governing bodies of IFAD, the 3-year tranche will include funding from IFAD of about US$2 million. The applicants are invited to submit proposals to deliver services for this 3-year period.
2. The distribution of funds by components is as follows with some level of flexibility between components based on the needs of the grant. Any potential co-financing from the DAS or other donors will be added to the overall grant funding.
* **Component 1:** Advice on and support to piloting ICT4D solutions **– USD 1.2 Million**
* **Component 2:** Building capacity and awareness on ICT4D **– USD 0.6 Million**
* **Component 3:** Strengthening learning and knowledge management **– USD 0.2 Million**

# DAS Appointment

1. The grant agreement related to the appointment of DAS will only be for a period of three years.
2. IFAD, however, reserves the right to terminate the grant agreement at any time with or without cause. IFAD is also expected to participate in the selection panel for the DAS manager.
1. As of January, 2020 [↑](#footnote-ref-1)
2. ICT4D Task team is a cross-division team comprising of staff members from IFAD’s technical and operational teams across all 5 regions of IFAD’s operations. [↑](#footnote-ref-2)
3. <https://digitalprinciples.org/> [↑](#footnote-ref-3)