Scope of Work

Firm or Individual:	Individual
Program:	Mercy Corps AgriFin: AgriFin Digital Farmer2
Scope of Project:	Knowledge Management and Strategic Learning Consultant
Country:	Global
From:	May, 2022
To:	October, 2022
Task Manager:	Mercy Corps AgriFin MERAL Director
Technical Support:	Program Director & Deputy Director

Mercy Corps AgriFin Digital Farmer 2 Program

The challenges in agriculture in Africa, particularly for the smallholder farmers producing 80% of its' food for consumption, are complex, and no single solution exists to reverse age-old issues around markets, infrastructure, poverty and exclusion. Digital solutions can provide relatively low-cost solutions that reach scale quickly, open new markets, and surpass the traditional brick-and-mortar approach to customer acquisition and the distribution and sales of products and services. Over the past six years, AgriFin has worked both to build the capacity of fintech and agtech innovators to scale and worked to broker partnerships for them onto larger digital platforms, typically hosted by banks, mobile network operators, large agricultural enterprises and government. Digital platforms are evolving as drivers for impact and viability in the delivery of key services for agriculture and also for scale-up of young, breakthrough technology providers. Digital platforms can host multiple service providers, working to offer "end to end" services to drive transformation in agricultural markets and impact for smallholders, while decreasing risks and increasing revenue models for fintechs, agtechs and other market actors.

Mercy Corps' AgriFin Digital Farmer(ADF II) program will work to reach five million smallholder farmers across Kenya, Tanzania, Ethiopia, and Nigeria - 40% of whom are women - living on less than $2.00 per day, who will utilize DFS and/or DIS as a result of this project. In partnership with Bill and Melinda Gates and Bayer Foundations, ADF 2 seeks to support the expansion of digitally enabled services to 5 million smallholder farmers, delivered by growing ecosystems of diverse service providers and building farmer income, productivity and resilience by 50% while reaching 40% women. ADF II will continue to target farmers who work across a wide variety of crop, livestock and fish value chains, most of whom have diversified production systems growing multiple crops for both home consumption and sale. The program is expected to have positive impacts on farmers and direct partners providing services to farmers and ecosystem actors adopting learnings from program activities. Results and learning from this body of work can be found on the www.mercycorpsagrifin.org website.

Purpose of Engagement

The purpose of this engagement is to engage a Knowledge Management and Strategic Learning Consultant to support the ADF2 in harnessing organizational knowledge and developing of strategic learning outputs in support of achieving donor milestones, learning goals and successful implementation of the AgriFin Annual Learning Event (ALE) set for September 2022. Over the proposed consultancy, the consultant will engage deeply with the AgriFin technical team, MERAL team and related program consultants to ensure the successful development of the AgriFin case learning grant milestones for the Gates Foundation and other donors.

Scope of work

The consultant will work for a maximum of 50 days to engage with the AgriFin team across the following key activities:

1. Defining knowledge management (KM) at program level and identifying the core components of a robust KM system, including knowledge sharing and communication.
2. Conducting an in-depth assessment of KM needs, audiences, and existing platforms, including identification of critical gaps.
3. Support on the development of targeted learning outputs that include case studies, success stories etc… as agreed with the MCA director and MERAL director and working in deep collaboration with the AgriFin technical and MERAL teams, as well as related consultants.
4. Support on the incorporation of case study learning throughout the Annual Learning Event (ALE) in 2022.
5. Support AgriFin MERAL and the communications team to ensure that case studies are well-formatted and supported by ancillary communications including blogs, social media, newsletters, events (internal and external) and website dissemination.
6. Support and coordinate with external partner engagement and representation, as agreed with the MCA director and MERAL Director.
7. Other areas of programmatic support, as agreed with the MCA director or MCA MERAL director.

Deliverables

The consultant will work to produce the following deliverables, in close collaboration with the AgriFin senior management team (SMT):

1. A plan and schedule of tasks to be agreed upon MCA MERAL Director and Program Director that describes the approaches and methodology to be used, learning outputs according to existing workstream and timelines.
2. A log of support provided towards the development of learning outputs in conformity with donor requirements and senior management team direction and any and all work products related to these advisories into specific partner engagements and MERAL work; including partner concept notes, scopes of work, learning outputs such as blogs, articles, preparation of the Annual learning event as determined by the MCA MERAL Director.
3. A final report that includes: Aspects of KM, synthesis of findings from the in-depth assessment, recommendations, and an action plan for the next AgriFin phase of development (narrative report or PPT, as agreed with MCA MERAL director).

The table below indicates the expected timelines on when the deliverables are to be submitted;

Deliverable Number	Deliverable Description	Estimated deliverable due date
Workplan	A plan indicating tasks to be implemented, the methodological approaches to be used, and expected learning outputs	May-June (10 days)

Log of support provided	A write-up indicating the support provided in the development/refinement of learning outputs such as blogs and articles, and other program documents such as SoWs and support provided the 2022 annual learning event	June-October (30 days)
Final report	Indicating aspects of knowledge management, synthesis of findings from an in-depth assessment conducted on KM needs and gaps, and recommendations including an action plan for future use by AgriFin	October (10 days)

Required Qualifications

The individual consultant must demonstrate significant experience and expertise in:

1. Professional experience in KM, including researching, creating, implementing, and evaluating KM systems, tools and plans.
2. Deep experience with implementation of strategic learning deliverables in agriculture, technology, gender, digital financial services and other relevant topics.
3. Demonstrated ability to develop high quality learning outputs for private and public sector audiences, aligned to AgriFin case study quality.
4. Demonstrated ability to work collaboratively across multidisciplinary and multicultural teams to develop learning outputs.
5. Demonstrated experience in channeling learning activities to social media and other scale channels.
6. Demonstrated ability to develop high quality written strategy, synthesis and recommendations on the related subjects.
7. Minimum educational qualification is a master's degree in a related subject.

Ownership/Control of Work Product/Publication

Matters relating to ownership and control of work product and publication of materials produced during course of this engagement are addressed in the main contract agreement entered into between Mercy Corps and the consultant.

Task Manager/Reporting

Task Manager is the MCA MERAL Director, Program Director, and Deputy Director. Program Director has final sign-off on deliverables and invoices.

Payment and Schedule

This consultancy is anticipated to begin in May and take approximately 5 months, ending October 2022. The consultant will submit an offer broken down per deliverable outlined in this SOW and provide the estimated deliverable-based costing.

Regular invoicing will be made against contract agreed deliverables upon satisfactory delivery and acceptance of deliverables by the Task Manager.