

Terms of Reference (ToR)

Consultant to Moderate the DERPin Project Evaluation Workshop

1. **Project Title:**

Digitally Enabled Resilience and Nutrition Policy Innovations (DERPin)

Duration: 2 days (physical workshop) + pre- and post-workshop deliverables

Location: Kigali

Contract Type: Short-term consultancy

Reporting to: PAFO Secretariat

Funding Partner: GIZ through Akademiya 2063

1. **Background**

The Pan-African Farmers' Organization (PAFO) is implementing the Digitally Enabled Resilience and Nutrition Policy Innovations (DERPin) project, sponsored by Akademiya 2063. The project is being implemented through three regional farmers' networks:

- **EAFF** (Eastern Africa Farmers Federation)- **SACAU** (Southern African Confederation of Agricultural Unions)- **ROPFA** (Network of Farmers' and Agricultural Producers' Organisations of West Africa)

The DERPin project aims to foster the capacity and agility of government planners and private sector operators, including smallholder farmers and their organizations, to craft adapted, gender-sensitive, and impactful policies and programs to advance food systems transformation and enhance resilience to shocks. It does so through a combination of digitally-enabled, customizable tools, data, and analytical products to cater to the needs of a broad range of stakeholders including government, the private sector, and most crucially food systems actors including smallholder farmers.

The project responds directly to the broader African agenda laid out in the Malabo Declaration, the AU Common Position on Food Systems Transformation, the AU Climate Change Strategy, and the African Green Recovery Action Plan.

Additionally, five pilot countries are involved: Uganda, Malawi, Ghana, Benin, and Senegal. As the implementation period concludes, PAFO intends to organize a 2-day physical evaluation workshop to assess project outcomes, gather insights from participants, and discuss lessons learned and recommendations for future programming.

1. **About PAFO**

The Pan-African Farmers' Organization (PAFO) is a continental organization with a membership base composed of Regional Farmer's Networks.

Its Constitutive Assembly was held under the sponsorship of the African Union in Lilongwe, Malawi, from October 27 to 29, 2010. PAFO is recognized as the representative body of African farmers' organizations at the highest continental level.

PAFO is the voice of more than 80 million African farmers integrated into nearly 73 national organizations, unions, federations, cooperatives, associations, etc., present in more than 48 countries on the continent, and united in five regional networks operating at the heart of African agriculture.

1. Key Tasks and Responsibilities

The consultant will:

- a. Design and conduct online survey to assess the data and analytical needs of PAFO farmers
- b. Analyze and summarize survey findings
- c. Collaborate with PAFO to finalize the workshop agenda and methodology
- d. Support in defining key evaluation questions and objectives.
- d. Act as lead moderator/facilitator of the 2-day event.
- e. Guide and manage group discussions, breakout sessions, and plenaries.
- f. Capture key points, outcomes, and recommendations from all sessions.
- h. Analyze survey responses and workshop discussions.
- g. Prepare and submit a final evaluation report, including:
 - - Executive Summary
 - - Summary of proceedings
 - - Key achievements, challenges, and lessons learned
 - - Recommendations for PAFO and partners
 - - Annexes (agenda, list of participants, photos, etc.)

1. Deliverables

- Inception report with proposed tools and methodology (before the workshop)
- Finalized survey tool
- Moderation and facilitation of the 2-day evaluation workshop
- Final workshop evaluation report (electronic copy in English and French)

2. Qualifications and Experience

- Proven experience in facilitation and moderation of regional workshops
- Expertise in monitoring, evaluation, and learning (MEL) methodologies
- Background in agriculture, project management, digital innovation, nutrition or resilience policy is an asset
- Excellent written and spoken English and/or French (bilingualism preferred)
- Familiarity with African regional farmers' networks and multi-stakeholder environments is a strong advantage

3. Duration and Timeline

The consultancy is expected to cover a period of approximately 10 working days, including preparation, workshop moderation, and reporting. The physical workshop will take place over 2 full days, tentatively scheduled for 14th and 15th.

1. Application Process

Interested candidates are invited to submit:- A technical proposal outlining the approach and methodology- A financial proposal indicating daily rates and total cost- A CV highlighting relevant experience Applications should be submitted via email to: admin@pafo-africa.org

Cc: m.e@pafo-africa.org, program@pafo-africa.org and policy@pafo-africa.org

Deadline for applications: **August 1st 2025.**

Terms of Reference (ToR)

Consultant to Moderate the DERPin Project Evaluation Workshop

1. **Project Title:**

Digitally Enabled Resilience and Nutrition Policy Innovations (DERPin)

Duration: 2 days (physical workshop) + pre- and post-workshop deliverables

Location: Kigali

Contract Type: Short-term consultancy

Reporting to: PAFO Secretariat

Funding Partner: GIZ through Akademiya 2063

1. **Background**

The Pan-African Farmers' Organization (PAFO) is implementing the Digitally Enabled Resilience and Nutrition Policy Innovations (DERPin) project, sponsored by Akademiya 2063. The project is being implemented through three regional farmers' networks:

- **EAFF** (Eastern Africa Farmers Federation)- **SACAU** (Southern African Confederation of Agricultural Unions)- **ROPFA** (Network of Farmers' and Agricultural Producers' Organisations of West Africa)

The DERPin project aims to foster the capacity and agility of government planners and private sector operators, including smallholder farmers and their organizations, to craft adapted, gender-sensitive, and impactful policies and programs to advance food systems transformation and enhance resilience to shocks. It does so through a combination of digitally-enabled, customizable tools, data, and analytical products to cater to the needs of a broad range of stakeholders including government, the private sector, and most crucially food systems actors including smallholder farmers.

The project responds directly to the broader African agenda laid out in the Malabo Declaration, the AU Common Position on Food Systems Transformation, the AU Climate Change Strategy, and the African Green Recovery Action Plan.

Additionally, five pilot countries are involved: Uganda, Malawi, Ghana, Benin, and Senegal. As the implementation period concludes, PAFO intends to organize a 2-day physical evaluation workshop to assess project outcomes, gather insights from participants, and discuss lessons learned and recommendations for future programming.

1. **About PAFO**

The Pan-African Farmers' Organization (PAFO) is a continental organization with a membership base composed of Regional Farmer's Networks.

Its Constitutive Assembly was held under the sponsorship of the African Union in Lilongwe, Malawi, from October 27 to 29, 2010. PAFO is recognized as the representative body of African farmers' organizations at the highest continental level.

PAFO is the voice of more than 80 million African farmers integrated into nearly 73 national organizations, unions, federations, cooperatives, associations, etc., present in more than 48 countries on the continent, and united in five regional networks operating at the heart of African agriculture.

1. Key Tasks and Responsibilities

The consultant will:

- a. Design and conduct online survey to assess the data and analytical needs of PAFO farmers
- b. Analyze and summarize survey findings
- c. Collaborate with PAFO to finalize the workshop agenda and methodology
- d. Support in defining key evaluation questions and objectives.
- d. Act as lead moderator/facilitator of the 2-day event.
- e. Guide and manage group discussions, breakout sessions, and plenaries.
- f. Capture key points, outcomes, and recommendations from all sessions.
- h. Analyze survey responses and workshop discussions.
- g. Prepare and submit a final evaluation report, including:
 - - Executive Summary
 - - Summary of proceedings
 - - Key achievements, challenges, and lessons learned
 - - Recommendations for PAFO and partners
 - - Annexes (agenda, list of participants, photos, etc.)

1. Deliverables

- Inception report with proposed tools and methodology (before the workshop)
- Finalized survey tool
- Moderation and facilitation of the 2-day evaluation workshop
- Final workshop evaluation report (electronic copy in English and French)

2. Qualifications and Experience

- Proven experience in facilitation and moderation of regional workshops
- Expertise in monitoring, evaluation, and learning (MEL) methodologies
- Background in agriculture, project management, digital innovation, nutrition or resilience policy is an asset
- Excellent written and spoken English and/or French (bilingualism preferred)
- Familiarity with African regional farmers' networks and multi-stakeholder environments is a strong advantage

3. Duration and Timeline

The consultancy is expected to cover a period of approximately 10 working days, including preparation, workshop moderation, and reporting. The physical workshop will take place over 2 full days, tentatively scheduled for 14th and 15th.

1. Application Process

Interested candidates are invited to submit:- A technical proposal outlining the approach and methodology- A financial proposal indicating daily rates and total cost- A CV highlighting relevant experience Applications should be submitted via email to: admin@pafo-africa.org

Cc: m.e@pafo-africa.org, program@pafo-africa.org and policy@pafo-africa.org

Deadline for applications: **August 14th 2025.**