

John Ogonowski and Doug Bereuter Farmer-to-Farmer (F2F) Program

Request for Technical Assistance Scope of Work Outline

Title: Development of A Training Program on Local Cereals Processing & Preservation
Assignment Number: SEN259

I. Executive Summary:

Winrock International requests the support of a Farmer-to-Farmer volunteer for a 24 day volunteer assignment (including travel) located in Foundiougne and Dakar. The volunteer will develop curriculum and training module focusing on processing and preservation of local cereals, as well as train cereals processors in processing techniques.

The volunteer will help build the capacity of two hosts, Foundiougne Vocational Training Center (FVTC) and Alliance of the Integrated Masses for the Development of Women's Entrepreneurship Network (AMIDEF). For FVTC, the training should focus on local cereals processing, as well as developing a curriculum and training module to replicate the training. For AMIDEF, the training should focus on effectively developing local cereals processing skills, such as understanding how different processing treatments affect products' behavior; the role and behavior of different ingredients; processing methods; and quality standards, including nutritional aspects and the means for their evaluation. Also for AMIDEF, the volunteer should teach participants about the structure, composition, and utilization of rice, maize, millet and other cereal grains for the production of starches, flours, milling by-products, and cereal-based human food products; cereal processing technologies such as dry and wet milling, baking, extrusion cooking, and manufacturing of breakfast cereals, noodles, and pasta; and quality/sanitary control and quality assurance aspects of production.

The volunteer should have the following qualifications and background:

- *Higher university degree in food science or related field.*
- *Ten years' experience in cereal processing.*
- *Experience training adults*
- *Excellent written and verbal communication skills.*
- *French language skills preferred but not mandatory.*

II. Background:

1. *Brief summary of the sector/value chain: constraints, opportunities, stakeholders, etc. –as related to the statement of need for the SOW:*

As developing African nations strive to improve crop yields, they also face the challenge of getting those crops into local consumers' kitchens in an unspoiled, usable form. The Government of Senegal continues to tackle food processing improvements as part of its mission to boost the nation's food security and reduce its dependence on imported foods. About 2.2 million people, or 16 percent of Senegal's population, were food insecure in 2013, according to a survey conducted by the government and the World Food Program.

In Senegal, local grains such as sorghum and pearl millet had always been processed by hand, using water to help separate out the husk and yielding flour that typically didn't last longer than a day. The Food Technology Institute (ITA) sought out de-husking and milling machines that work without using water and abrade the grains rather than crushing them. Then, the technology was adapted to produce a local flour of higher quality that could keep up to six months. ITA shows local entrepreneurs how to use this technology (the government often offers loans to purchase the equipment), and the ongoing work has led to a proliferation of new local products on supermarket shelves and in small shops: millet couscous, millet semolina, and mixed flour bread.

Increasing Senegal's production of mixed flour bread is another step away from imported wheat flour and toward greater use of local grains. To meet this growing demand for local grains, Senegalese bakeries and other businesses increasingly are signing contracts directly with farmers and paying them a premium, rather than shopping for grains at markets.

2. *Brief summary of any other USAID or other donor-funded work in similar areas/topics in country:*

None

3. *If this is a follow-on assignment or if there is a previous F2F assignment that is related to this host and/or sector, please provide a brief summary of the assignment(s) including the assignment number*

Under the previous phase of F2F, AMIDEF received volunteer technical assistance in food preservation such as drying and pickling vegetables (SEN231), soap making (SEN228), and leadership and partnership development (SEN243). These assignments provided AMIDEF with the skills to estimate the costs of production and have good marketing procedures, which are very important for the management and development of their business, as well as reduce costs and gain new, effective techniques.

FVTC also benefitted from previous F2F assistance, including curriculum development for processing milk products like cheese and yogurt (SEN192), aquaculture (SEN197), and institutional assessment (SEN201).

Both the programming director and the center director of FVTC were very happy with the trainings they received. Both said the instructors at the center found the training sessions helpful and hope to implement what they learned. The director in particular seemed very motivated to add to their programming and expand their offerings. While space is limited, a new, larger center is being built and they hope to move in next year. They also have plans to create an aquaculture program that will be implemented at the new center, in direct correlation with the aquaculture volunteer that visited the center. In all, the staff and administration seemed very motivated and excited to improve their offerings to the students and community groups.

“F2F program really improved our AET capacity in very important topics like product conservation and packaging, aquaculture, dairy product processing and strategic planning. The aquaculture information was used to develop a Training-Insertion program for a youth fund by 3FPT. This was a direct result from F2F assistance. In addition, we used the information in institutional assessment to develop a whole strategic plan for our center and this allowed for new partnerships.”

III. Host Information:

Host Organization Name:	Foundiougne Vocational Training Center (FVTC)	Address:	Quartier Sud en Face de la Préfecture Foundiougne (Sénégal)
Telephone Number:	33 948 11 02	Email Address:	cetfigne@yahoo.fr
Primary Contact Name:	Hélène KASSOKA Mandiouba	Secondary Contact Name:	Wally Seck
Phone:	77 553 68 77	Phone:	77 521 08 59
Email:	helenekassoka@yahoo.fr	Email:	phekingwaa@hotmail.com
Title:	Director	Title:	Workshops Manager
Gender:	Female	Gender:	Male
Host Type:	Public and Private Education Institutions		
Have we worked with this host before?	Yes		
If yes, please include a recent assignment number:	SEN192, SEN197, SEN201		

Host Organization Name:	Alliance of the Integrated Masses for the Development of Women's Entrepreneurship Network (AMIDEF)	Address:	Parcelles Assainies U24 at the CDAF center
Telephone Number:		Email Address:	
Primary Contact Name:	Ndeye Fatou Sylla Ba	Secondary Contact Name:	Khady Ndiaye
Phone:	77 - 630 - 0592	Phone:	77 - 552 - 7145
Email:	Amidef66@gmail.com	Email:	ndiyearabellekhady@yahoo.fr
Title:	President	Title:	Treasurer
Gender:	Female	Gender:	Female
Host Type:	Cooperatives and Associations		
Have we worked with this host before?	Yes		
If yes, please include a recent assignment number:	SEN231, SEN243, SEN228		

Are there local partner organizations collaborating on this assignment? No

IV. Host Organization Profile: FVTC

1. *Description of the host, history of enterprise and their long-term objectives. Describe relevant milestones that have led up to the present situation:*

The Foundiougne Vocational Training Center offers day and evening courses, but also organizes modular training in cooking, baking, local cereal processing and fruits and vegetable preservation, fish processing, nutrition, dyeing, computer science, poultry, gardening for microenterprises and women's groups and associations in partnership with NGOs.

The center does not yet have a formal curriculum for local cereal processing. They have access to kitchen cooking tools for this activity but do not have big processing equipment yet.

The day course trainees combine practical training with academic courses while strengthening their skills through work placements from 1st to 3rd year with 02 levels for each job:

- The CAP level (state diploma) access to which is at least the secondary 4th.
- The certified level (school certificate) to which there is no required level of access.
- Handicrafts and food are organized evening classes for adults.

The training in the FVTC aims to:

- To limit school wastage.
- Integrate young people in the professional world.
- Use the associated knowledge required for the exercise of business activities.
- Provide training, micro enterprises, women's groups, and associations.

2. *Number of workers: male, female, education levels, host plans to increase or decrease size of workforce, etc.*

Staff	Number
Administrative	04
Catering trainer	06
Sewing trainer	04
Hairdressing trainer	01
Language trainer	05
Socioeconomic trainer	02
Livestock trainer	02
Health and hygiene trainer	02
Computer trainer	01
Math trainer	01
Sport trainer	01
Management trainer	01
Cleaning staff	02
Total	30

The staff is composed of the Director; 12 permanent teachers; a temporary teacher; 13 contract teachers; a safety guard; and a cleaning lady.

The Foundiougne Vocational Training Center's mission is to train and reinforce the capacities of the local youth in the five specialties that are cooking, dressmaking, barber, livestock breeders and community health worker with the level attested and Certificate of Practical Aptitude (CAP). The center accompanies young people also in the insertion after the training either self- or paid employment. This continues to allow the center to increase its teaching and learning staff.

3. *Market situation: Has a market analysis been done, size of market, existing marketing plans?*

The center is part of an organizational context launching its Aquaculture Training-Integration project, which should open up new job opportunities for young people, which requires support on management, maintenance and marketing of some products. The fact that the State has reduced the budget allocated to the center and asks them to generate more income by their own, justifies the need for capacity building to strengthen the production units (restaurant, agri-livestock) while opening bigger market opportunities.

4. *Description of management capabilities: strengths & weaknesses.*

FVTC Strengths	FVTC weaknesses
Committed and competent staff	Inadequacy of the premises of the center
Strong demand for youth training	Lack of classrooms
The center's positive visibility from the community	Absence of a transit workshop for the application of learners
Diversity of training offer	Absence of premises for an animal park for the application in breeding.
Provision of services for the generation of financial resources (broilers, refreshments, hairstyling, training)	Absence of fields of application for market gardening
Support of teaching and administrative staff to students at school and in their personal lives.	Lack of material and financial resources
Total transparency between teachers and administrative staff - information is shared equitably	School has little or no presence on social media
Practical skills delivered to students that help them find a job	The community does not understand the mission / purpose of the center
The management committee of the center is made up of many stakeholders from the community	Not enough equipment so that each student can apply their skills adequately in all areas
	The high salt content of the soil to produce crops
	The current building does not have enough classrooms

5. *Pertinent information on local physical setting: infrastructure; availability of electricity water, fuels, etc. and their limitations.*

The center has buildings to serve as classrooms and lodgings even if they are not enough or not in good shape. There is a new building they are getting ready to occupy. All the essentials, such as water, electricity, etc. are available to enable the center to operate properly.

AMIDEF

1. *Description of the host, history of enterprise and their long-term objectives. Describe relevant milestones that have led up to the present situation:*

AMIDEF is a national network which currently has more than 15,000 members. AMIDEF was created to empower women and reduce poverty through districts enterprises. AMIDEF achieves this by offering trainings in various areas and assisting its members in accessing funding for their enterprises. AMIDEF members are making soap after they received soap making training. However, they are not using essential oil in the soap they are making.

AMIDEF's objectives are centered on the concerns of women:

- ✓ Creation of income-generating activities;
- ✓ Encouraging value added, innovation and creativity;
- ✓ Strengthening the capacity of women through vocational training;
- ✓ Coaching in accessing funding.

Activities:

- ✓ Real involvement of women in designing national and local policies for development, health, education, and the environment;
- ✓ Implementation, monitoring and evaluation of women-focused projects;
- ✓ Training of women in project and credit management;
- ✓ Training of women in the processing of local products.
- ✓ Development of partnerships with institutions and bodies working for women's welfare and equal opportunities guaranteed by the international institutions and organizations.

2. *Number of workers: male, female, education levels, host plans to increase or decrease size of workforce, etc.*

AMIDEF is a national network of women working for women's development and entrepreneurship. The organization is a network present in seven (7) regions of Senegal (Dakar, Thies, Kaolack, Diourbel, Kaffrine, Saint Louis and Louga) and tend to expand its bases. AMIDEF has plans to increase members and then its workforce. It is mainly a women association with more than 15,000 members.

3. *Market situation: Has a market analysis been done, size of market, existing marketing plans?*

A market analysis has been done and AMIDEF is looking forward to making the business profitable and sustainable sources of revenue, which would lead to women empowerment in its network. Also, to have quality products with their own label and to have access to more local and international markets through export.

4. *Description of management capabilities: strengths & weaknesses.*

AMIDEF strengths	AMIDEF weaknesses
High number of members	Communication network
Women Fit for Development (Human Resources Abundance)	Seasonal Raw Materials
Intervention at the national level	Lack of financial and material
Diversity of trainers	Mobility problem
Quality of trainings package	Low contribution level of membership fees and card sales
Availability of quality trainers within the organization	Lack of budget allocated to training

5. *Pertinent information on local physical setting: infrastructure; availability of electricity water, fuels, etc. and their limitations.*

AMIDEF has a place to lead the activities and hold trainings.

V. Expected Beneficiaries:

FVTC

Expected training participants/direct recipients of volunteer assistance	# or level	Comments
Estimated number of assignment participants:	7	
Estimated % of women:	57%	
Average education level:	Medium	

Average skill level related to the assignment:	Good	
English-language capability/literacy level (speaking and writing):	No English	
List experience or prior training on similar topic (what and when):	None	

AMIDEF

Expected training participants/direct recipients of volunteer assistance	# or level	Comments
Estimated number of assignment participants:	30	
Estimated % of women:	100%	
Average education level:	Medium	
Average skill level related to the assignment:	Fair	
English-language capability/literacy level (speaking and writing):	No English	
List experience or prior training on similar topic (what and when):	None	

Assignment Information

VI. Duration and Dates of Assignment (including travel): 24 days, June - September

Anticipated In-country schedule is included below:

Activity	Location	Estimated days
Travel to Dakar	Dakar	2
Briefing with F2F staff and travel to Foundiougne; security briefing	Dakar	1
Meet and discuss with FVTC representatives.	Foundiougne	1
Visit processing units	Foundiougne	1
Update training manual, if necessary	Foundiougne	1
Provide training, including information and training on processing technologies, new cereal products, hygiene, quality control and best practices to help FVTC provide adequate training on this topic in the future for their students and others; The training should focus on local cereals processing, as well as developing a curriculum to replicate the training.	Foundiougne	5
Debriefing with FVTC and travel back to Dakar	Dakar	1
Meet and discuss with AMIDEF representatives Visit processing units.	Dakar	1
Rest day	Dakar	1
Develop a guide for cereal processing and preservation techniques	Dakar	2
Provide training, including information and training on processing technologies, new cereal products, hygiene, quality control and best practices to help AMIDEF provide adequate and quality products to clients	Dakar	5

Activity	Location	Estimated days
Debrief with AMIDEF	Dakar	1
Debrief with F2F staff, complete End of Assignment Report and Travel from Dakar	Dakar	2
Total number of days		24

VII. Tasks to be Performed:

Prior to leaving the US, the volunteer is expected to:

- Review End of Assignment Report template
- Review the F2F Environmental Brochure. See additional requirements under *F2F Pesticide Evaluation Report and Safer Use Action Plan*
- Read about the experience of cereal processing by women's groups in Senegal.
- Review Senegalese food safety regulations.
- Prepare draft of training material for translation, while considering the changes that can occur.

The main tasks of the assignment are to:

- Visit cereal processing units to better understand their system and have an idea about the equipment that is used locally in Senegal.
- Provide feedback and suggestions for improvement in cereal processing to both hosts
- Develop a curriculum and training module for the hosts' trainers to use.
- Conduct training on local cereals processing and preservation techniques.

VIII. Potential Outcomes and Impacts:

As a result of this assignment, it is expected that the host will be able to:

- Improve its curriculum for cereal processing.
- Understand options for processing methods and for more modern processing equipment
- Improve the functioning of their processing units
- Provide better quality processed products

F2F staff will follow up with the host 6-12 months after the assignment to assess host progress and impacts resulting from the volunteer assistance.

IX. End of Assignment Report and Other Deliverables Required:

- End of Assignment (EOA) Report (format to be provided by Winrock).
- Host Letter
- Training materials on local cereal processing and preservation techniques
- Curriculum on local cereal processing and preservation techniques
- Other relevant training materials or guides

X. F2F Pesticide Evaluation Report and Safer Use Action Plan (PERSUAP):

Type 3 Assignments: These volunteers are not expected to be involved in pesticide issues. Items for Type 3 Assignment SOWs:

- The volunteer shall review the F2F Environmental Brochure for F2F Volunteers and be aware of F2F's legal requirements regarding the provision of assistance for the procurement or use of pesticides. The volunteer shall not recommend or provide advice on specific pesticides.

Administrative Information

Date SOW sent to HQ: 2/13/2019

Assignment Site(s): Dakar, Senegal

Number of Volunteer Experts Requested: 1

PERSUAP Classification: Type 3

Country F2F Project: AET

Focus Area(s): Agro-processing, [Click here to enter text.](#)

Commodity Chain Activities: Processing (including primary and final product transformation, storage, transportation)

Type of Volunteer Assistance: Technology Transfer

Host Plans for Dissemination or Replication of F2F Training:

The host FVTC will replicate the training to allow other partners and trainees to benefit from the information and training provided by the volunteer. This will be done based on the document provided by the volunteer

Resources to be contributed by the Host:

Hosts will provide the raw materials and a suitable place for the practical application training, coffee and snacks.