



## TERMS OF REFERENCE

### **Consultancy Services to facilitate Country Foresight Exercise (CFE) in Kenya, Madagascar and Nigeria**

Reference No: FARA/FAO/CFE/ICF/2024/01

Procurement Reference No: FARA/FAO/CFE/CS/IC/2024/01

#### **A. Background**

The Forum for Agricultural Research in Africa (FARA), through its Institutional Capacity & Future Scenarios (ICF) Cluster, contributes to the CAADP-Malabo 2025 targets of ensuring that Africa's AR4D institutions have adequate capacity to plan and respond to national capacity requirements leveraging on foresight methodologies to foster food system transformation. Through its CAADPXP4 Program, FARA has been advancing foresight processes at regional and country levels, leveraging on its diverse partners through the Africa Foresight Academy (AFA).

The Food and Agricultural Organization (FAO) of the United Nations (UN), through its Regional Office, commissioned the FARA to facilitate the implementation of regional foresight expert consultation, bringing experts from across Africa to examine country-relevant triggers and drivers of transformation based its series, "The Future of Food and Agriculture: Drivers and Triggers of Transformation (FOFA-DTT)."

Focusing on the African landscape, the consultation is poised to dissect nuanced case studies from Madagascar, Nigeria, and Kenya, unravelling the intricacies that propel agricultural and food systems evolution. In leveraging the FOFA-DTT series, this technical discourse aims to extract contextually relevant insights specific to African nations, decoding the intricate interplay of triggers and drivers shaping the transformational trajectory. The Regional Expert Consultation is to convene key stakeholders from diverse sectors, including government, academia, private sector, and civil society.

As a starting point, FARA and FAO will convene country foresight experts' consultations in key countries to develop and validate country foresight reports. This assignment aims to assess the existing country foresight activities and initiatives detailing modes, structure, and use. It will quantitatively analyse stakeholders' opinions on what and how the country foresight report should look like for easy adaptations and used as a reference guide. It will run a stakeholder survey and identify the trigger of change in the sector.

To achieve the above, FARA proposes engaging a suitable consultant per country to support the process.

#### **B. Objectives of the Assignment**

Facilitate Country Foresight Exercise (CFE) in Kenya, Nigeria and Madagascar and the Development of a Country Foresight Report (CFR) based on the existing Regional Foresight Report (RFR) leading to upgraded regional foresight report.

### **C. Scope and Scheme of Work**

Specifically, the consultant will provide support to the FARA Institutional Capacity & Future Scenarios Cluster Lead Specialist to undertake the following tasks:

- i. Facilitate the development of the Country Foresight Report (CFR).
- ii. Support the identification of significant system gaps affecting the foresight process and adaptation in Kenya, Nigeria or Madagascar from stakeholders' perspectives in different systems/ sectors.
- iii. Support the development and application of online surveys.
- iv. Contribute to stakeholder engagement meetings and validation forums.
- v. Support the development of context-specific country foresight reports using lessons learned and innovations from the survey.

### **D. Outputs or Deliverables**

The following outputs are expected:

- i. Tailored methodology for cooperating foresight process
- ii. Technical report from country stakeholders' engagement in Nigeria, Kenya or Madagascar.
- iii. Rereview of country foresight reports highlighting significant system gaps affecting country foresight processes on agrifood systems from the perspective of stakeholders in different systems in Nigeria, Kenya or Madagascar.
- iv. Support stakeholder country foresight exercise and develop the final country foresight report.
- v. Provide technical support in organising a stakeholder's webinar to validate the CFE report.
- vi. Contribute to the finalization of the country report

### **E. Duration of the Assignment**

This assignment will be 20 consultancy days spread over three months. The work shall be carried out from the **15<sup>th</sup> of May 2024 to the 30<sup>th</sup> of August 2024**.

### **F. Location of the Assignment**

The consultant will work virtually from their place of domicile to coordinate and facilitate the different actions. Travel will be organised when necessary.

### **G. Performance Criteria**

The Consultant is expected to undertake the services with the highest professionalism, ethics, competence, and integrity standards. He should be able to deliver the listed assignments in Section C most effectively and efficiently within the period of the assignment stated in Section E.

### **H. Reporting**

The consultant shall report directly to the FARA Institutional Capacity & Future Scenarios. Cluster Lead Specialist will be responsible for all other logistics until the deliverables are submitted as required.

## **I. Facilities to be provided by FARA.**

FARA will provide the consultants/ with all reports on foresight and food systems and any other logistical support, as may be agreed, to enable the execution of the assignment.

## **J. Qualification and Experience**

The following qualifications are required.

- A minimum of an advanced degree in agricultural economics/extension, social sciences, rural sociology, and agronomy, with at least five years of qualification experience working on agricultural research and development issues in a research institution or an African university.
- Ability to convene stakeholder groups around foresight on agrifood systems.
- A good understanding of agriculture foresight issues in Africa.
- Evidence of ability to facilitate meetings and coordinate studies.
- Familiarity with the Africa Foresight Academy and FOFA-DTT process
- A track record of writing reports evidenced by publication records as books and chapters in books, conference papers, and journal articles.
- Ability to curate thoughts from different stakeholder groups into a simple report.
- Ability to provide accurate, high-quality documents under pressure.
- Ability to draft high-quality stakeholder engagement summaries.

## **K. Procedures and the deadline for submitting a detailed EOI**

If interested, applicants must send an Expression of Interest no longer than 10 pages, outlining proposed methodologies, references related to the execution of similar assignments, experience in similar areas, or evidence of knowledge and a proposed timeline. Brochures, CVs, and other supplementary materials submitted shall not be accounted for as part of the 10-page limit. The EOI must be sent to the address below by the close of business on **May 8<sup>th</sup>, 2024**. ONLY ONE APPLICATION PER COUNTRY WILL BE ACCEPTED.

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