

TERMS OF REFERENCE (TOR) FOR WOMEN BANK SKILLS DONOR IN 2025

Project Title:	Women's entrepreneurship development in non-traditional sectors, Kailali and Dadeldhura, Nepal
Type of Assignment:	To strengthen entrepreneurial ecosystems by providing actionable insights and practical strategies for entrepreneurship ecosystem building
Time of Assignment:	3 weeks / 18 working days in Nepal with preparations and reporting in Finland, between February and May 2025
Location:	Kailali and Dadeldhura districts of Nepal

Introduction

Women's Bank is supporting "Women's entrepreneurship development in non-traditional sectors" via FCA in Nepal. The project is implemented by FCA involving two implementing partners, Integrated Development Society (IDeS) and Freed Kamaiya Women Development Forum (FKWDF). The implementation period of this project is from June 2025 to December 2027. The project aims to empower 200 young women and men belonging to marginalized communities in Kailali and Dadeldhura districts of Nepal through income and/or enterprise development in non-traditional livelihood sectors, also contributing to gender equality and climate adaptation. The project is expected to obtain the following three broad results within its period of implementation:

Outcome 1: Increased interest and investment from the private and public sector to promote non-traditional livelihood and business sectors.

Outcome 2: Youth from marginalized communities increased their income by enhancing their entrepreneurship skills and exploring opportunities in non-traditional enterprises and livelihood options.

Outcome 3: Empower women to challenge and overcome discriminatory social norms and gender stereotypes, leading to their successful entrepreneurship development in the non-traditional sector, including climate smart practices.

At the end of the project, 200 young women and men will be able to increase their income by enhancing their entrepreneurship skills and exploring opportunities in non-traditional enterprises

The project will engage with the private sector to ensure the relevance of project activities and access to the necessary services, whether focused on creating job opportunities or viable business ideas for business start-up and growth for the participating women.

Under Women's Bank Skill Donation programme, FCA Nepal requests support to orient it's and partners team on entrepreneurial ecosystems approach, its key element /actors and tools to

assess entrepreneurial ecosystems. FCA Nepal further anticipates the Skills Donor to recommend best possible strategies to strengthen entrepreneurial ecosystem at municipalities level, based on their field observation and example cases from other countries.

The project staff of both implementing partners and NEPCO will be engaged throughout the process for additional support to the person selected for the task. NEPCO will also utilize this opportunity to build the capacity of program staff.

Current challenges

The long-term change that FCA wants to see in Nepal is that marginalized women and youth are socio-economically resilient and enjoy a decent living. To realize this vision FCA is committed to creating an enabling environment for marginalized people to actively claim their rights while promoting social cohesion and inclusion in all its work. Women's economic empowerment through enterprise development and livelihood creation has been at the centre of FCA's work in Nepal.

To maximise success and reduce risk of the enterprises, there is an urge need to assess the dynamics of the enterprise development from the very beginning i.e. identifying the right enterprises/sectors to selecting and equipping an individual or groups for a particular enterprise. The factors to be considered for an enterprise/sector selection include demand, supply, connectivity with the market, potential opportunities and risks associated. More importantly, there should be a conducive entrepreneurial ecosystem that will help the enterprises nurture and create avenues for sustainable growth so that it could result economic upliftment and empowerment for people.

Though there has been some transition in FCA Nepal's programming with focus of entrepreneurial ecosystem strengthening, there remain gaps due to limited expertise and knowledge amongst the FCA Nepal and partners team. This has been hindering the integration of multiple dynamics of enterprise development programs. FCA Nepal's longstanding partners (FKWDF, IDeS) are social movement organizations with long experience on advocacy and awareness and have limited exposure to this type of programming.

Objective and scope of the assignment

The main objective of the assignment is to orient NEPCO and partners team on entrepreneurial ecosystems, its elements and various tools to assess entrepreneurial ecosystems. Along with this, SD is expected to recommend with best possible strategies to strengthen entrepreneurial ecosystem at municipalities level, based on field observation and example cases from other countries.

The Skills Donor is expected to visit field, train partner organization's project team and engage them throughout the process.

Detailed activities

The scope of the assignment for the skill-donor/expert is summarized below:

- Review background documents and reports provided by FCA on Women's Bank funded projects to get an overview of the project.
- Liaise with FCA Nepal to fine-tune the assignment's focus, programme, and practical/logistic arrangements prior to the visit.
- Provide orientation to partners and NEPCO staff on entrepreneurial ecosystem development.
- Visit target areas in Kailali and Dadeldhura District to meet existing entrepreneurs participating in the project.
- Organize a debrief workshop based on findings with each partner along with the plan of action.

The following are the expected deliverables:

Based on the tasks outlined in the scope, following are the expected deliverables:

- Conduct training sessions for partners and NEPCO staff, providing actionable insights and practical strategies for entrepreneurship ecosystem building (private sector engagement, Access to finance, Incubation Centre, mentorship).
- Recommend best possible interventions for the entrepreneurial ecosystem strengthening
- Prepare comprehensive reports based on the field assessment and the discussion during the training including actionable recommendations for each partner.

Qualifications of the Volunteer Expert:

- Masters/bachelor's degree in business management with experience of entrepreneurship development
- Experience of entrepreneurship development and related services including working experience in/with the private sector
- Good facilitation and communication skills in cross-cultural settings
- Ability to produce effective and clear communication in English, both written and verbal.
- Some experience/ exposure to Nepal/South Asia will have an added value

Division of Tasks and Responsibilities:

The Finnish expert assumes the role of Researcher, Facilitator, Trainer, and Coach in the assignment. The Expert's major responsibility is to support project staff by conducting training sessions for partners and NEPCO staff on practical strategies for entrepreneurship ecosystem building, including private sector engagement, access to finance, incubation centres, and mentorship. The Expert will also develop a comprehensive guideline document to strengthen the

entrepreneurial ecosystem, prepare detailed reports based on field assessments and training discussions with actionable recommendations for each partner, and provide remote support and mentoring to assist partners in effectively executing the action plan.

FCA Country office to work with Finnish Expert in accomplishing the above task during the entire assignment. The Programme Officer together with the Logistics Officer will be responsible for arranging the training and related logistics and interpreter if need be. FCA as the deploying organisation has overall responsibility for the mission and is responsible for practical arrangements during the assignment in Nepal and project locations.

Timeframe

The duration of the assignment in Nepal is 3 weeks with maximum 18 days of work. The assignment takes place during spring 2025. The exact timing will be agreed upon selection, starting earliest in February 2025.

Additionally, the Expert will undertake preparatory tasks in Finland prior to the travel and engage in mentoring and reporting after the travel. The total duration of the assignment will be in the range of 25 to 30 working days and subject to negotiation.

The table below gives a tentative breakdown of the tasks. Task details and schedule will be agreed between the Expert and the counterparts after the selection.

Tasks	Time / days
1. Preparatory phase in Finland	Starting from January 2025
Finalization of contract, travel arrangements and orientation at FCA's Helsinki office	1 day
Liaison with FCA Country Office concerning the details of the visiting programme and arrangements. Distance induction to the Country Office, project and tasks.	1 day
Desk review of relevant project and other documents and preliminary design of the assignment	1 day
2. Assignment in Nepal	18 working days / February-May 2025, time to be negotiated
Preparatory phase <ul style="list-style-type: none"> • Orientation and introductions on arrival in Nepal • Finalization of the assignment framework and plan, tools, and methodology with Country Office 	2 days
Field visits in target districts (Dadeldhura and Kailali) <ul style="list-style-type: none"> • Briefing of and preparations with project team • Interaction with entrepreneurs and market actors • Observation of existing municipal hub 	10 days

<ul style="list-style-type: none"> Conduct training sessions for partners and NEPCO staff, providing actionable insights and practical strategies for entrepreneurship ecosystem building (private sector engagement, Access to finance, Incubation Centre, mentorship). 	3 days
<ul style="list-style-type: none"> Develop comprehensive guideline document for the entrepreneurial ecosystem strengthening Prepare comprehensive reports based on the field assessment and the discussion during the training including actionable recommendations for each partner 	2 days
<ul style="list-style-type: none"> Debriefing of FCA management and senior programme staff with recommendations on way forward 	1 day
3. Post-assignment in Finland	
Mentoring support from Finland on issues related to action planning	5 days
Report finalisation	
Information sharing in Finland	
<ul style="list-style-type: none"> Debriefing in Helsinki with FCA and Women's Bank Communicating and sharing the results of the assignment and personal experiences in FCA, Women's Bank and other media, including one Women's Bank event 	1 day 1 day
<i>End of contract</i>	

Remuneration

This will be a voluntary assignment. Costs related to international travel, visa, travel insurance, medical check and vaccinations, daily allowances according to Finnish government rates, accommodation and local assignment-related travels will be covered by FCA.

Contact persons:

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