



**Centre on Integrated Rural Development for Asia and the Pacific
Dhaka**

**Annex-B
Section-1**

General Brief

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| 1. Training Code | TF-199-NIRDPR-2019 |
| 2. Training Title | International Training Programme on Management of Rural Employment Projects and Poverty Alleviation |
| 3. Date and Duration | 19 - 28 November 2019 (10 days, excluding arrival and departure) |
| 4. Venue | Tehran, Iran |
| 5. Implementing agencies | Centre on Integrated Rural Development for Asia and the Pacific (CIRDAP);
National Institute of Rural Development & Panchayati Raj (NIRDPR);
Agricultural Planning, Economic and Rural Development Research Institute (APERDRI); and
Omid Entrepreneurship Fund (OEF) of I.R. Iran Presidential APERDRI, OEF, Iran |
| 6. Funding agencies | Ministry of Rural Development (MoRD), Government of India; and
Ministry of Agriculture Jihad (MAJ) & OEF, Government of Iran |
| 7. Number of overseas participants | Up to twenty (20) |
| 8. Number of local participant | Up to ten (10) |
| 9. Closing date | 05 October 2019 |

10. Background

According to UN Global Multidimensional Poverty Index (MPI) 2018, about 1.3 billion people are falling under multidimensional poverty. Out of these, 83% of them belonged to South Asian including CIRDAP Member Countries. Majority of these people are residing in rural areas.

According to International Labour Organization (ILO) about 172 million people worldwide were unemployed, which corresponds to an unemployment rate of 5.0 per cent (2018). Apart from the unemployed, a further 140 million people were in the "potential labour force" as well.

Management of this huge labour force for employment in rural areas is a challenge. The training gaps among the professionals, those who are involved in the management including planning, implementation and monitoring of rural employment projects for alleviating poverty are noted in CIRDAP Member Countries. There is dire need to upgrade knowledge and skills among the professionals, who are dealing with projects of rural employment for alleviating poverty.

In this context, CIRDAP in collaboration with NIRDPR of India, APERDRI and OEF of Iran is proposing to organize an international training programme on "Management of Rural Employment Projects and

Poverty Alleviation” to share innovative, smart and best approaches to manage rural employment projects in CIRDAP Member Countries in Tehran, Iran from the 19th to 28th November 2019.

11. Objectives

The prime objectives of this training are likely:

- (i) to equip the participants on poverty concepts and need for employment generation for its alleviation;
- (ii) to analyze the strategies of employment generation to address the poverty;
- (iii) to equip the participants with managerial skills for effective management of employment generation projects in eradication of poverty;
- (iv) to expose the participants to the best practices/successful Iranian projects of poverty alleviation through field visits;

12. Methodology

The Training Methodology of the programme focuses on interactive lectures, small group discussions, appropriate mix of various participatory training methods through mock exercises and audio-visual presentations, field visits and sharing of success stories and other participatory methods.

The participants will make their country presentations for cross-country learnings. In addition, each CIRDAP Member Country participant (s) will prepare a report on back home action plan based on classroom and field visits inputs, which will be implemented at their back home.

Tentative course contents are:

- (i) Concepts of poverty, measures for poverty alleviation and development;
- (ii) Concept of unemployment, its rate and inequalities;
- (iii) Poverty alleviation through employment generation projects;
- (iv) Overview of Anti-Poverty and Employment Generation Projects;
- (v) Strategies of wage employment and self-employment programmes/projects;
- (vi) Project cycle and project management;
- (vii) Policies, Networks, Governance and Models;
- (viii) Application of Analytical Tools and Techniques in Livelihoods;
- (ix) Mainstreaming Sustainable Employment / Livelihoods Projects: The Experiences of different countries;
- (x) Employment Projects: Farm and Non-farm based Livelihoods, Product Diversification, Innovations, Value Chains and Markets;
- (xi) Managerial skills for effective management of employment projects: Communication Skills, Convergence Skills, Decision making Skills, Leadership Skills, Conflict Management Skills and Negotiation Skills.

Apart from that, will arrange exposure through field visits to Iranian successful projects/ programmes, Rural Self Employment Programme/Initiatives, Rural Livelihoods Programme/Initiatives, etc.

A Field study visit, for +/- 3 days outside of the venue, may arrange to study and observe the process of Rural Employment Projects Management or relevant areas in rural development projects.



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Eligibility Criteria

The participants are expected to possess the following qualifications:

1. **Current position:** The participants are mid and senior level government officials, working under rural development and poverty alleviation, rural entrepreneurship development, small and medium industries, and other relevant department of government and non-government agencies
2. **Education:** University degree or equivalent qualification from a recognized university/ institution.
3. **Language:** The training will conduct in English, and participants will frequently require making oral and written presentations. They must, therefore, be proficient in spoken and written English.
4. **Health:** Participants to complete a number of individual and group activities, and strenuous fieldwork. It is therefore, recommended to the member countries, not to nominate candidates who are likely to suffer from physical and mental stress.
5. **Certificate:** Participants are required to attend the entire training program to receive the certificate of attendance.



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Country Paper

Training participants are requested to submit and present a country paper on **'The current scenario of Rural Employment Projects and its effect on Poverty Alleviation ... (name of their respective country)'**.

1. An ideal country paper may content:
 - a. **Responsible Authority** (a brief description on the responsible organization(s), who are engaged with the cited matter/ subject);
 - b. **Policies** (a brief of existing or proposed rules- regulations- policies- plan and strategies);
 - c. **Present practices/ Programme** (a brief description on rural employment project(s), up to best three, had undertaken by any ministry or institute or department or other government or non-government bodies);
 - d. **Limitations, challenges and opportunities** (Participant will identify specific limitation- challenges- opportunities have in his/her own country's perspective);
 - e. **Way forwards** (Participant will point out his/her own idea to way forward of country's limitation- challenges and way of utilizing the opportunities. S/he will generate idea of new rural employment project for poverty alleviation);
 - f. Participants are free to write any other issues - related or relevant with training topic, in the context of their own countries perspective.
2. The country paper should be written on A4 size paper with 1" margin in all side, and maximum 3,000 (three thousand) words.
3. The participant have to prepare a power point presentation based on their country paper. The presentation time for each paper will be about five (5) minutes with another five (5) minutes Q&A session. However, paper presentation time may vary.
4. The country paper and the power point presentation to be submitted by **5th November 2019**. Both files should be renamed with first name_country paper or PPT(e.g Jack_country paper or Jack_ppt) and submit to **training@cirdap.org**
5. Please note that, submitting country paper is a mandatory part of the programme. Based on it, all participants will present their paper during the training.



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Section-4

Financial Arrangements

(i) To be borne by the participants' or participating countries

- a. *Participants' insurance premiums:* All participants are expected to be fully insured against the accident and illness (including hospitalization and death) for the entire duration of the training and travel. A copy of the travel insurance certificate is expected to submit to the CIRDAP Secretariat before participation. The organizing committee will not be responsible for any eventuality arising from accident or illness;
- b. All expenses related to visa fees and airport taxes;
- c. Any expenses incurred by participants for stop-overs on the way to and from the training venue, as well as for extra stay at the training venue before and/or after the official training period because of early arrival or late departure, for example, due to either limited available flights or any other reason;
- d. All other expenditure relating to travel within the applicant(s) country and in transit, miscellaneous expenses etc. will have to be met by the participant or their concern organization;

(ii) To be borne by the implementing agencies (CIRDAP-NIRD&PR-APERDRI-OEF)

- a. Pocket allowances and accommodation for up to 20 overseas participants and 05 local participants for 11 days, at the rate to be specified later.
- b. All local implementation costs (venue, workshop facilities aid kit, local travel arrangements etc.) for all participants.
- c. All assignment costs for resource persons.
- d. Round-trip international airfare of the most direct economy-class route between the international airport of the participants' country and Iran.



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Section-5

1.0 CIRDAP Selection Guideline

1. Each participating ministry or institute is requested to nominate three candidates in the order of preference. Please ensure that candidates nominated meet the qualifications specified under section 2 above;
2. No form of self-nomination will be accepted;
3. Please note that nomination of a candidate does not necessarily guarantee that s/he will be selected. Selection is at the discretion of the CIRDAP Secretariat. A basic criterion for selection is the homogeneity of the participants in terms of qualifications and work experience. Non-selection, therefore, does not mean that the candidates concerned are not competent enough. Sometimes candidates are not selected because they are over qualified for a training;
4. Each nomination should be accompanied by the necessary documents. A nomination lacking any of necessary documents (specified under section 2 above) may not be considered;
5. Member countries are requested to adhere to the **nomination deadline given on page 1**. The Secretariat may not consider late nominations as they have in the past resulted in considerable difficulties to the implementing organization in its preparatory work for the training;
6. If a selected participant becomes unable to attend, s/he should inform to the CIRDAP Secretariat immediately and give the reason for withdrawal.
7. New nomination(s) will get preference to be selected for the programme

2.0 Actions by the CIRDAP Secretariat

- a. Under normal circumstances, candidates who are selected will be informed of their acceptance at least three weeks prior to the start of the programme.
- b. If some candidates fail to qualify or be unable to participate after selection, or if some member countries fail to nominate any candidate, their slots may be filled by alternates from the same or another member country on a merit basis.

3.0 Evaluation of Participants

If the conduct/attendance/performance of a participant is not satisfactory, these will be reported to the CIRDAP director concerned.

4.0 Other issue

Without prior approval from the coordinator, Participants are requested not to invite any family member or friend in the training venue, accommodation arrangement, during field trip, and other official programmes.