



NATIONAL PROGRAM COORDINATION OFFICE
OF
SPECIAL AGRO-INDUSRIAL PROCESSING ZONES PROGRAM

REFERENCE NO: NPCO/IFAD/CS/CQS/

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TERMS OF REFERENCE (TOR) FOR THE ENGAGEMENT OF A FOOD SCIENTIST CONSULTANT TO SUPPORT PRODUCT DEVELOPMENT AND TRAINING

1. BACKGROUND:

The Federal Government of Nigeria (FGN) in partnership with the African Development Bank (AfDB), the International Fund for Agricultural Development (IFAD) and the Islamic Development

Bank (IsDB) is implementing a seven year a Special Agro Industrial Processing Zone (SAPZ) Project in seven (7) states namely: **Kano and Ogun (currently), Imo, Kaduna, Cross River, Kwara, Oyo and Ogun** and Federal Capital Territory (FCT) in the first phase. SAPZ, a comprehensive agro-industrialization Project is designed as a tool for creating integrated, agricultural-focused platforms that will accelerate private sector investment in value added agro- processing to unlock opportunities for improved food security, job creation, import substitution, rural poverty reduction and increased contribution of agriculture to national GDP.

The overall Project Development Objective is to support the development in high food production areas to supply domestic food market and create exportable surpluses as well as capacitate smallholder farmers, small agro- processors and traders and community-based service providers including women and youth, to take advantage of the market demand created by SAPZ to sustainably enhance their income, household food security and resilience to climate change. The Program has four broad components namely: (i) Infrastructure Development and Management of Agro- Industrial Hubs (AIHs) (ii) Agricultural Productivity, Production, Market Linkages and Value Addition in SAPZ Catchment Areas (iii) Policy & Institutional Development Support and (iv) Program Coordination and Management. SAPZ Project aligns with Federal Government Agriculture Policies and Strategies to turn the country's huge food deficit into a market and employment opportunity for smallholder farmers.

For years, the IFAD programme in Nigeria has been financing projects that seek to develop value chains with the specific aim of improving smallholder incomes, well-being, and food security. In addition, it has up-scaled to make its value chain projects 'nutrition-sensitive' through partnerships and learning with governments and other donors. To leverage effectively and efficiently for sustainability, IFAD funded projects of CASP, VCDP, LIFE-ND best practices will pave way for SAPZ to gain lessons, knowledge, skills and practices for nutrition education, awareness creation and

advocacy include VCDP, CASP, LIFE-ND core outcome indicators, nutritional key messages, case studies, best practices documentaries, Application of Smart technology in Food demonstrations preparations, visual learning aids among others.

2. RATIONALE:

SAPZ Project recognizes Federal Government's efforts and commitment in tackling extreme poverty, hunger and triple burden of malnutrition through the recognized nutrition policy, Action plans, setting up TWG on nutrition, establishing food and nutrition committees at national, state and LGA levels. So also IFAD acknowledges the need to reduce hunger and malnutrition as enshrined in SDG 3 and its nutrition action plan 2019-2025, where it states Table 1 Outputs and indicators per action in Action area 4: Knowledge, communications and evidence. The output states; Improved generation, packaging, dissemination and use of evidence on nutrition sensitive agriculture and food systems while the indicator states Each year, at least one strategic knowledge product developed and being used to guide nutrition-sensitive project design, implementation, monitoring/evaluation and policy engagement (toolkits, How to Do Notes, videos). Including A dissemination strategy promoting the uptake of research and other knowledge products is developed and implemented by 2025. and by 2025, 75 per cent of nutrition-sensitive projects reporting on at least one core nutrition indicator.

The Special Agro-Industrial Processing Zones (SAPZ) program aligns its objectives on nutrition-sensitive agriculture, nutritious food production and agro processing by smallholder farmers to improve household food consumption of nutritious food, household income, gender empowerment and employability particularly for women and youth similar to IFAD nutrition guidelines and National Nutrition and food security policies, action plans and strategies including leveraging on partners and existing institutions platforms.

Against this backdrop, SAPZ intends to increase its focus on nutrition sensitive agriculture and climate change products development that will increase core outcome indicators of Minimum Dietary Diversity to Women (MDD-W) and Knowledge Attitudes and Practices (KAPs) on nutrition awareness creation, education and advocacy. Considering the foregoing, SAPZ National Gender Unit will engage a professional Nutrition Scientist Consultant to support nutrition mainstreaming on nutrition sensitive agriculture, climate change products and key messages development, pretest and training implementers and SAPZ stakeholders with a commitment of an action plan on utilizing and applying the developed products.

3. OVERALL OBJECTIVE.

The primary objective of this engagement is to utilize the expertise of a food scientist to support the nutrition product and nutrition key message development, conduct TOT workshop of stakeholders, design a road map to cascade similar trainings at community levels and using available nutritious foods and crops to develop a recipe book for low literate communities.

Specific Objectives for this consultancy

To outline the specific objectives for engaging a food scientist/consultant based on the general objectives, here is a refined list of key points:

- I. Conduct Desk Review and Analysis. This will entail review of existing documents of IFAD projects of CASP, VCDP, LIFE-ND, nutritional information and under utilized nutritious diets and dietary practices which will inform the development of the training package and nutritional messages.
- II. Develop a structured training package including manuals, presentations, and practical tools that will support Products and Key nutrition message Development through the utilization of the expertise of the food scientist to create nutritionally balanced food products and recipes according to localized peculiarities
- III. Conduct nutrition products and message development TOT workshop for SAPZ operators and stakeholders to know the type of products and key message developed accordingly
- IV. Hold meeting for pretest and finalization of the developed products on Nutrition Messages.
- V. Document the training process and outcomes, highlighting key achievements and lessons learned
- VI. Prepare and compile periodic reports summarizing the progress of the project and recommendations for future actions and submit a comprehensive report to the SAPZ Gender and Social Safeguard Coordinator at NPMU

3. SCOPE OF WORK

The food scientist will be responsible for the following tasks:

1. **Desk review** of relevant LIFE-ND, VCDP, and CASP nutrition documents, strategies, action plans and mission reports. Additionally, documents such as the National Nutrition

Documents, policies, national strategies, and frameworks will reflect into product development and training package.

2. Product Development:

- Develop nutritionally balanced and culturally appropriate recipes using local ingredients.
- Innovate new food products that enhance the nutritional value and appeal to the target communities.
- Conduct sensory evaluations and refine products based on feedback.

3. Nutrition Education and Messaging:

- Develop key nutrition messages tailored to the needs of Indigenous communities.
- Create educational, pictorial and visual aid materials (e.g., brochures, posters) to disseminate these messages effectively (English, Hausa, and Yoruba language).

4. Training and Capacity Building:

- Support in the development of key nutrition messages for stakeholders, especially target beneficiaries.
- Design and conduct training sessions for stakeholders, including smallholder farmers, processors, and community leaders.
- Ensure the inclusion of nutrition awareness programs/activities for SAPZ beneficiaries, emphasizing the important of attaining Minimum Dietary Diversity for Women (MDD-W) as well as improved nutrition status of children aged 0-59 months
- Provide hands-on training on food safety, preservation techniques, and nutritional best practices.

5. Stakeholder Engagement:

- Collaborate with local communities, including Indigenous groups, to ensure the acceptability and cultural relevance of developed products and messages.
- Facilitate workshops and focus groups to gather input and feedback.

6. **Incorporation of the Gender Action Learning System (GALS)** for households which will provide them with invaluable insights as to how to tackle and overcome nutrition challenges e.g triple burden of nutrition, as well as adopt good nutrition practices, proper handwashing and sanitation.

4. QUALIFICATIONS AND EXPERIENCE

The food scientist should possess the following qualifications and experience:

1. Advanced degree in Food Science, Nutrition, or a related field.
2. Minimum of 7 years of experience in food product development and nutrition education.
3. Proven experience working with Indigenous communities or in similar cultural settings.
4. Strong communication and training skills.
5. Ability to work collaboratively with diverse stakeholders.
6. Reporting:
 - Prepare and submit detailed reports on the progress and outcomes of the engagement.
 - Provide recommendations for future interventions and sustainability of the initiatives.

5. EXPECTED DELIVERABLES/RESULTS (OUTCOMES)

The following deliverables are expected from the food scientist:

1. A comprehensive set of recipes and food products developed for Indigenous communities.
2. Key nutrition messages and educational materials in English, Hausa and Yoruba.
3. Training sessions and workshops conducted.
4. Progress and final reports.

6. DURATION OF THE ASSIGNMENT

The assignment will be for a period of 5 weeks.

12. DELIVERABLES:

MILESTONES			TIMEFRAME
S/NO	TASK	DELIVERABLE	
1	Inception Report	Highlight design and content of the training package	1 st week after signing of contract agreement
2	Draft Report on key nutrition messages, training package samples (cover page, table of content, etc)	Samples of cover page, table of content, content by chapters	2 nd week of signing contract agreement
3	Draft of the corrected nutrition messages and training package	Incorporate all corrections	3 rd week of signing contract agreement
4	Final submission of nutrition messages	Submitted revised and corrected nutrition messages in hard and soft copies	4 th week of signing agreement
5	Training/sensitization of SAPZ staff, key stakeholders	Training/sensitization of staff conducted	5 th week after signing agreement

7. PAYMENT SCHEDULE

Payment for the consultancy have been scheduled as follows:

- i. 25% of the contract sum upon submission of the inception report.
- ii. 45% of the contract sum upon submission of the draft final report/manuals.
- iii. 30% of the contract sum upon submission of the final report/manuals and training/sensitization of staff and key stakeholders.

8. REPORTING

Regularly compile and submit progress reports, including gender-disaggregated data, on nutrition interventions to the SAPZ National program coordinator, through the National gender and social safeguard officer.

- i. Develop a nutrition sensitive checklist to be a guide for the national and state gender component used as a reference tool during MEL and missions.

- ii. Compile and send report to the National Program Coordinator, through the National Gender and Social Safeguard officer.

9. CLIENT'S INPUT

The training package and products developed will be adopted from the existing relevant documents on nutrition from sister projects funded by IFAD (VCDP, LIFE-ND).

10 RESPONSIBILITIES CLIENT. SAPZ shall be responsible for the following:

- i. The Gender and Social Safeguards Officer (GSSO) at the National Coordination Office shall be the Focal Person for the assignment.
- ii. SAPZ shall allow the consultant access to past reports/documents that may be relevant to the assignment

11. RESPONSIBILITIES (CONSULTANT)

- i. The Consultant shall be responsible for his/her accommodation and transportation expenses in the course of carrying out the assignment;
- ii. Bears cost of logistics (transport) for official movements for all staff related to this task.
- iii. Bear the cost of production of reports and related documents.
- iv. The Lead Consultant shall be the Focal Person of the assignment for the Firm.

12. REPORT SUBMISSION

The consultant is expected to make a submission of 5 hard copies of the report. Additionally, 100 hard copies and the soft copy of the training package, and 50 hard copies of key nutrition messages developed. Additionally, a soft copy of both is to be submitted in a USB drive.

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