



## FARMER-TO-FARMER PROGRAM MIDDLE EAST AND NORTH AFRICA PROGRAM (F2F MENA)

### Scope of Work

#### Organic Forage Crops Farming Practices

#### I. ASSIGNMENT INFORMATION

A. Assignment Number	E-101
B. Duration	15 Days
C. Location	
Country	Egypt
Region(s)	Sharkia Governorate
D. Submission Date of SOW	April 9, 2017
E. <a href="#">PERSUAP</a> Type	Three
F. Proposed Start Date	ASAP
G. Has a Watchdog background check been completed on host/hosts?	Yes
H. Country Project Type	Food Safety and Quality

#### II. DESCRIPTION OF VOLUNTEER ASSIGNMENT

##### A. Problem Statement

Organic farming is practiced in Egypt nowadays and there is an escalating demand for the organic products. Producing organic forages is not an easy task and there are many challenges in all farming practices from plantation until harvesting. The targeted host organization (HO) has a dairy farm for organic milk production. The farm has both Frisian and Brown Swiss milking cows. The male animal are fattened and soled to the market. The average production of milk is about 18 liters which is relatively low compared to the other dairy farms in Egypt although the cost of nutrition is very high. The Host Organization (HO) is requesting a volunteer expert to train their technical staff on producing organic forages in a good manner.

## **B. Scope**

Egypt F2F is fielding a volunteer expert specialized in organic forages production who can travel to Egypt for two weeks. The objective of this assignment is to increase the productivity and profitability of the organic dairy herds through enhancing the capacity of the HO's technical staff to understand the organic production of forage crops utilizing good farming practices.

During this assignment, the volunteer is expected to visit the targeted dairy farm and forages production sites to observe the overall practices of producing organic forages. The volunteer will meet with the technical staff and assess their training needs. Based on the volunteer observations, he/she is expected to design and tailor a training course for the technical staff on good farming practices of forage crops. During the training, the volunteer will recommend good farming practices from cultivation until harvesting. The volunteer is also expected to recommend follow-up trainings, if needed.

## **C. Objectives of the Assignment**

1. Enhance the capacity of the HO's technical staff to understand the organic production of forage crops.
2. Train the targeted participants on organic forage crops good farming practices.
3. Increase the productivity and profitability of the targeted fattening and dairy herds.

## **D. Host Profile**

The SEKEM initiative was founded to realize the vision of sustainable human development. Its mission is the development of the individual, society and environment through a holistic concept integrating economic, societal and cultural life. Above all, SEKEM aspires to be an impulse for continuous development in all parts of life, to be not only a model for, but also a contribution to the development of the entire world.

SEKEM is a Hieroglyphic (ancient Egyptian language) and it means "bio-energy from the sun". SEKEM was established in 1977 by Dr. Ibrahim Abouleish to support the development of the individual, society and the earth, through the initiative's various economic, social and cultural activities. SEKEM's group includes eight companies: Libra for farming, Mizan for organic seedlings, Hator for fresh fruits and vegetables, Lotus for herbs and spices, Isis-SEKEM for organic foods and beverages (such as bread, dairy products, oils, spices and tea), Conytex for organic cotton and textile fabrics, Atos for pharmaceutical products, and Ecoprofit (under establishment) for sustainable management.

## E. Assignment Tasks

1. U.S.-based. The volunteer is encouraged to bring any media or training materials such as manuals, journals, literature, DVD/video that will serve as good resource materials for training and for the library of the host organizations and Land O'Lakes office in Egypt.
2. In-country activities/tasks. The volunteer will complete the following activities in-country:
  - a. Attend orientation meeting with Egypt F2F staff at Land O'Lakes' 6<sup>th</sup> October Office for an overall assignment orientation.
  - b. Meet with the host organization representatives for an overview of the specific assignment objectives.
  - c. Visit the targeted dairy farm to meet with the farm manager and technical staff to assess the training needs and observe the current forage production practices.
  - d. Develop training materials and presentations based on the observations of the volunteer.
  - e. Conduct training course on the organic production of forage crops and good farming practices. The training is expected but not limited to address the followings:
    - Difficulties of producing high quality forages under the organic farming standards.
    - Healthy forage seed/seedling production in an organically acceptable manner to meet Seed Certification standards
      - Variety selection
    - Site selection
    - Land preparation
    - Seeding.
    - Irrigation scheduling based on plant needs
    - Soil fertility management
      - Fertilization sources and schedules
      - Best fertilizer application (major and minor elements)
      - Techniques of applying nitrogen at precise stages of crop development
      - Adjusting nutrient uptake/removal by green bean plants based on soil analysis and the potential yield
    - Development of organically acceptable methods of weed control
    - Proper crop rotation
    - Plant protection (insect and pest control)
    - Harvesting and postharvest handling
  - f. Provide recommendations to the host organization at the time of visit and in the final report regarding best practices in overall organic forage management.

- g. Provide recommendations to the F2F Program staff on potential follow-up assignment with the hosts;
  - h. Write a final report summarizing observations and recommendations, as well as follow-up plans. The final report is discussed in the section on deliverables below.
  - i. Attend a debriefing session with F2F Egypt Country Director and host organization staff members to provide feedback and discuss the recommended future plans to follow up on volunteer recommendations and capture impact.
3. **Deliverables.** Each volunteer must submit a Final Report to the F2F Program, which includes the following sections:
- A. A summary of tasks and observations from site visits
  - B. A tailored training material on the organic production of forage crops.
  - C. A list of 5-7 specific and actionable recommendations for the host organization(s). The recommendations are very important to the program as we use them to track host adoption of recommendations and the impact on hosts' farms and businesses. These recommendations will be reviewed during the debriefing session with country staff at the end of the assignment and the volunteer may make revisions to them in their Final Report.
  - D. A section listing the assignment objectives above and how they were met or why they were not met.

#### **F. Outreach**

Upon return to the United States, the volunteer is requested to communicate his or her F2F experience. Outlets to share the volunteer experience include home groups (e.g., civic and religious groups, professional associations, etc.), workplace presentations, local newspapers, community or workplace newsletters, personal blogs and social media sites. It is important to give recognition to USAID for funding F2F. At least two outreach events are requested and should be communicated to Sadie Paschke at [spaschke@landolakes.com](mailto:spaschke@landolakes.com). Volunteers will receive occasional surveys requesting information about completed outreach activities during each period.

#### **G. Indicators for the Evaluation of the Impact**

1. Number of trainees.
2. Area under improvement.
3. Average increase in forage production.
4. Reduced costs of animal feeds.

#### **H. Volunteer Qualifications:**

The recruited volunteer is expected to have the following skills and qualifications:

- A minimum of 10 years of experience in the organic production of forage crops.
- Educational Background: University degree in crop production, or equivalent.
- Training Skills, including training in group settings.
- Good writing and computer skills
- Sufficiently physically fit, with appropriate medical clearance.
- Familiar with conducting trainings through translators/interpreters.

## I. Anticipated Assignment Schedule

Date	Activity
Day 1	Depart USA
Day 2	Arrival and pick-up from Cairo Airport in Egypt Transfer to Swiss Inn hotel at 6 <sup>th</sup> October City
Day 3	Orientation at F2F Egypt office Lodging at Swiss Inn hotel at 6 <sup>th</sup> October City
Day 4	Specific orientation in the HO location Meeting with HO sample technical staff and managers for needs assessment Lodging at SEKEM Hotel
Day 5	Observe the current forage production and farming practices Lodging at SEKEM Hotel
Day 6	Observe the current forage production and farming practices Lodging at SEKEM Hotel
Day 7	Training materials preparation Lodging at Swiss Inn hotel at 6 <sup>th</sup> October City
Day 8	Weekend Lodging at Swiss Inn hotel at 6 <sup>th</sup> October City
Day 9	Weekend Travel to Sharkia Governorate Lodging at SEKEM Hotel
Day 10	Training Day 1 Lodging at SEKEM Hotel
Day 11	Training Day 2 Lodging at SEKEM Hotel
Day 12	Training Day 3 Lodging at SEKEM Hotel
Day 13	Training Day 4 Lodging at Swiss Inn hotel at 6 <sup>th</sup> October City
Day 14	Report writing - Debriefing Lodging at Swiss Inn hotel at 6 <sup>th</sup> October City
Day 15	Depart to U.S.

## J. Host Contact Information

Host Name	SEKEM
Type of Organization	Company
Primary Contact	Meret Morris– Human Development Manager
Address	3 Belbes Desert Road, Cairo, Egypt

Tel./Mobile	02 6564154/124
E-mail	<a href="mailto:meret.morris@sekem.com">meret.morris@sekem.com</a>
Website	<a href="http://www.sekem.com">www.sekem.com</a>

***The host will be glad to communicate with the volunteer ahead of time to better organize the training schedule and other possible pending issues and training requirements. Our new F2F Mentor Cloud platform is a great space for collaboration. All volunteers will be invited to this network.***

### III. BENEFICIARIES

- a. Number of Direct Female Beneficiaries: 5
- b. Number of Direct Male Beneficiaries: 15
- c. Number of Indirect Female Beneficiaries: 50
- d. Number of Indirect Male Beneficiaries: 75

### IV. EXPECTED OUTCOMES

By the end of this assignment, we anticipate the following outcomes:

- a. Learning new improved organic forage production and best farming practices enabled the farmer to improve the quality and productivity of the produced forages.
- b. Understanding the basic forage management resulted in reducing the overall cost of the rations fed to the herd.
- c. Producing high quality forage crops has increased milk production and daily gains of the fattening animals.

### V. RESOURCES TO BE CONTRIBUTED BY THE REQUESTING ORGANIZATION

A. Drivers:	XX days	Estimated Value:	\$XX
B. Interpreter:	XX days	Estimated Value:	\$XX
C. Lodging:	XX days	Estimated Value:	\$XX
D. Meals:	XX days	Estimated Value:	\$XX
E. Transportation:	XX days	Estimated Value:	\$XX

### VI. RESOURCES TO BE CONTRIBUTED BY THE HOST ORGANIZATION

A. Drivers:	7 days	Estimated Value:	\$210
B. Interpreter:	0 days	Estimated Value:	\$0
C. Lodging:	7 days	Estimated Value:	\$420
D. Meals:	XX days	Estimated Value:	\$XX
E. Transportation:	7 days	Estimated Value:	\$210
F. Training Hall	5 days	Estimated Value:	\$750

## **VII. FINANCIAL INFORMATION**

e. Lodging:	6 days in Cairo	Cost: \$ 450
f. M&IE:	6 days in Cairo	Cost: \$ 390
	7 Days in Sharkia	Cost: \$ 420
g. Interpreter:	7 days	Cost: \$ 1050

## **VIII. ASSIGNMENT LOGISTICS**

### **A. Lodging**

In Cairo, the volunteer will be staying at 6<sup>th</sup> October Swiss Inn resort. It is a very highly secure hotel located in an affluent suburb away from the hustle, bustle, and congestion of downtown Cairo. Outside Cairo, we have several 4-star hotel choices, depending on the availability all of which contain single or double beds with a private bathroom, Internet, and laundry services. Breakfast is provided. The volunteer will lodge in Sekem hotel as per the in-country schedule.

### **B. Transportation**

All volunteers are met at the airport with an escort from Pronto Tours. When they get off the bus that takes people from the plane to the terminal, the Pronto person will be there holding up a sign with the volunteer's name on it. The escort helps the volunteer navigate the visa purchase process, get through passport control, and helps with the bags into the waiting vehicle. The Egypt F2F office will arrange travel from the hotel to the project office and back to the hotel. F2F Egypt and the host organizations coordinate together in arranging the field travel from the hotel to and from the visited sites.

### **C. Materials Needed for the Assignment**

The volunteer can bring whatever materials needed for the implementation of the assignment. Expenses incurred for materials which are not donated to the project as match, must be pre-authorized by the Project Coordinator in order to be a reimbursable expense.

## **IX. F2F MENA PROJECT DESCRIPTION**

The Middle East and North Africa (MENA) economies depend heavily on agricultural production, processing, and associated industries. Although many of the countries in the region have optimal growing conditions, the region as a whole imports most of its food. With a strategic focus and the right technical assistance, MENA farmers can leverage favorable agro-climatic conditions, physical proximity to key markets, and counter-seasonal production potential to reach higher value export markets, increase domestic market share, and boost their profits.

To ensure that safer foods reach markets in Lebanon, Land O'Lakes International Development is leading a five-year, \$8 million Farmer-to-Farmer (F2F) program. This program is active in Lebanon and Egypt. In partnership with the International Executive Service Corps (IESC), Land O'Lakes will mobilize 190 volunteers to complete 270 assignments, which will be specifically designed to enhance food safety and quality, and increase access to rural finance. F2F MENA will directly assist nearly 10,150 beneficiaries across the region. Funded by USAID, F2F initiatives generate rapid, sustained and broad-based economic growth in the agricultural sector. These programs also promote international goodwill, an understanding of U.S. foreign assistance programs, and private involvement in development activities.

Since 1987, Land O'Lakes has sent more than 1,300 U.S. highly-qualified volunteers—including nearly 150 of our own staff and cooperative members — on people-to-people exchanges in 27 countries. As a quality-driven food company, Land O'Lakes is uniquely positioned to drive improvements in food safety and quality assurance by offering a broad range of agricultural technical expertise on a voluntary basis, including improved agri-business management, environmental conservation, improved policy and regulatory regimes, and production and post-harvest activities.