
Terms of Reference for Baseline survey in target areas of VEGI project

Place of mission:	Ulaanbaatar and 5 aimags (Tuv, Selenge, Darkhan, Erdenet and Uvs aimags) of 8 soums and 1 district
Duration of mission:	31 August - 17 September, 2020, total 3 weeks (including 10 days of field trip mission)
Project number:	7F-09387.02.01
Budget:	provide your offer with detailed breakdown of costs

1 Background

Mongolian government action plan envisages 100% self-sufficiency in basic vegetable crops, and increase in and diversification of fruit and berry production. This requires effective policy, decision, investment, financial assistance, skilled human resource and solid work. Government approval of National vegetable program in 2017 under government resolution 2017/178 was driven by need to increase household production of vegetables. In the same vein, National fruit and berry program was approved by the government resolution 2017/223 to increase and diversify domestic production of fruits and berries in Mongolia. Government of Mongolia also launched 'Healthy food-healthy Mongolian' program in its effort to ensure food security and improve public health in 2019 (government resolution 2019/52). At the same time, Government of Mongolia is actively collaborating with countries and international organizations to implement projects and programs.

VEGI-Inclusive and sustainable vegetable production and marketing project (2016-2020) with the overall goal to contribute to reduce poverty in Mongolia through inclusive and sustainable growth and diversification of the vegetable sector (production, processing, marketing, and consumption) has been implemented successfully. During VEGI phase 1, the production of vegetable increased by 24% between 2015 and 2019. Domestic production of vegetables has a slow but steady increase, with 39% of the demand supplied domestically, compared to 36% in 2015, and domestic seed production of all root vegetables is now at 100%. **VEGI project** considerably contributed to the *National Vegetable Programme 2017-2022* by rebuilding a domestic seed production, promoting vegetable production, setting a base for a vegetable supply chain through interventions on each chain's link, raising awareness in *Good Agriculture Practices (GAP)*¹ and strengthening the legal framework. Total of 12 varieties of vegetables, new high yield and long storage varieties adapted to the dry climate, are approved by the State Variety Testing Commission. A pilot farmers' cooperative consisting of 10 separate farming entities was established and supplied markets at 30-40% higher prices for farmers. Diverse varieties of vegetables are offered throughout the year thanks to enhanced and increased **storage** capacities (+4%). A **Vegetable Seed Service Unit (VSSU)**, previously known as Seed Reserve Fund (SRF) has been established and is managed by the *Mongolian Farmers Association for Rural Development (MFARD)*. Through the VSSU, a revolving fund is raised, capacities of seed growers were improved, field inspections for seed growers are mainstreamed and seed storage as well as seed shops were set up. Collaborative work of the domestic seed producers, the national *Institute of Plants and Agricultural Sciences (IPAS)* and VSSU, resulted in **skilled and professional seed production** in Mongolia. There are now around 200 **urban farmers (mostly women)** in the capital city, stretching to 330 households with better diet and varied income. 9 schools and 11 kindergartens established eco-clubs, where **nutritional** trainings benefit children with varied vegetable diet. The COVID-19 crisis in 2020 highlighted the importance of increasing domestic vegetable production to mitigate the risk of being cut off from major suppliers (China and Russia).

¹ GAP (FAO definition) = "Collection of principles to apply on-farm production and postproduction processes, resulting in safe and healthy food and non-food agricultural products, while taking into account economic, social and environmental sustainability."

Now, the exit phase of the VEGI is starting with overall goal contribute to “**improved livelihood in Mongolia, through inclusive, gender responsive and sustainable growth of the vegetable sector**” from 2020-2023.

In the livelihood’s framework, the project will contribute mainly to the financial and human capitals, through improved production of vegetables for income generation and consumption (health and nutrition), operational market supply chain led by capacitated farming organisations and strengthened policy framework.

Overall goal: Livelihood in Mongolia is improved through inclusive, gender responsive and sustainable growth of the vegetable sector. **4 outcomes** will contribute to this:

- **Outcome 1:** Livelihood of rural and peri-urban small holder farmers and women headed households is improved through increased vegetable production to fulfil domestic consumption demand.
- **Outcome 2: Marketing** of domestic vegetables (including those from small-scale farmers and women headed households) is well organised, profitable, in line with market trends and **consumers’** preferences, with primary and secondary cooperatives in lead.
- **Outcome 3 (new):** The **organisational development**, governance structure and financial management of farmer organisations (including MFARD and VRSU) are strengthened. This outcome is key for the sustainability of the sub-sector.
- **Outcome 4:** Sustainable and inclusive growth of the vegetable sector is fostered by improved policy/legal and institutional framework.

MFARD, an implementing organization, is planning to conduct a baseline study for the VEGI exit phase. This is a study to collect baseline values of the indicators as well as to validate the target set of the Project logframe. (Please see annex/contact MFARD for additional information).

Result of the baseline study will be used for monitoring project activities and will be used as the main source of poverty data for project evaluation in order to determine the project impact on livelihood of vegetable growers after the project termination.

2 Objectives

The main objective of the baseline study is to measure the current situation/condition of the VEGI project, which can then be used to monitor and evaluate the project progress.

Specific tasks:

1. Gather baseline data of the project Logframe
2. Validate achievable and realistic targets of planned goal, objective, outcomes and outputs stated in the project Logframe
3. Ensure the targets are aligned with government and national targets in Vegetable production, nutrition, poverty alleviation and SDG targets. Determine source of information for government contribution budgeted.
4. Provide clear guidance and recommendations on ways to strengthen ongoing monitoring of the project and monitoring indicators
5. Determine the existing and possible source of information for indicators
6. Validate the Logframe in terms of validity and against targets set at the project outcomes and outputs.
7. Assess if COVID -19 will impact project results set and redefine targets/indicators if needed

3 Tasks and Methodology

The assessment team shall perform the following tasks:

- Desk Study of relevant documents provided by MFARD
- Briefing with SCO/MFARD
- Develop methodology and questionnaires in consultation with MFARD and SCO
- Field visits, meetings, interviews, discussions, interactions with relevant local authorities, CSOs and citizens,
- Provide draft report of survey and possible recommendations
- Finalise the report based on comments by MFARD/SCO

- Debriefing with MFARD/SCO
- Submit final report and adjusted logframe

At later stages of project implementation the methodology will be applied again and compared to the baseline survey in order to assess project impact. The control group outside the area will function as a comparison group.

4 Deliverables and expected results

1. Raw data's and list of interviewed people's name and contact
2. Presentation of the main findings
3. Final Report and adjusted Logframe if needed

5 Tentative schedule

Date	Responsible	Output/ Activity
Prior to the assessment		Preparation, study of documents
31 Aug	TTU/TSB	Briefing with the Project
1 Sep	Team	Draft work plan and methodology will be finalized with MFARD
2-10 Sep	Team	desk study, field work, focus group, individual interview and questionnaire etc
11-13 Sep	Team	Consolidate findings of field works, Report writing
14 Sep	Team	Draft report and presentation
17 Sep	TSB	Final report incorporated comments

4. Monitoring

The M&E officer in charge will monitor mission procedure and provide support when needed. The main partners are the MFARD branches and representatives of local authorities in Ulaanbaatar, Tuv, Selenge, Erdenet, Darkhan, Khuvsgul and Uvs.

5. Reporting and deadlines

The team can be composed of up to 3 national consultants and the team leader will be responsible for the final report.

The draft report to VEGI is due per: 14 Sep, 2020 with presentation briefing

The final report to VEGI is due per: 17 Sep, 2020

6. Annex

1. List of target area
2. List of indicators /Project logframe/

Approved by:

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Annex 1 List of target area

	Aimags/City		Soums/District
1	Tuv	1	Bornuur
		2	Jargalant
2	Selenge	3	Mandal
		4	Shaamar
		5	Zuunburen
3	Uvs	6	Ulaangom
4	Darkhan	7	Orkhon
5	Erdenet	8	Jargalant
6	Ulaanbaatar	9	

Hierarchy of objectives Strategy of Intervention	Key Indicators	Baseline	Target	Data Sources Means of Verification	External Factors (Assumptions)
Impact (Overall Goal)	Impact Indicators	2020	2023		
Livelihood in Mongolia is improved, through inclusive, gender responsive and sustainable growth of the vegetable sector.	Household economic situation (income from vegetables) in vegetable production areas and in Ger district - disaggregated by sex and age. Aggregated consumption of vegetables in rural areas (vegetable producers), in urban households (Ger district) and in Mongolia (consumers) – disaggregated by sex and age.	Baseline to be done in the first months of the phase.	+20% (60% F / 40% M) +20%	- Monitoring of selected households (data collection on household income from vegetables in urban and rural hh) - Surveys in rural and urban areas, aggregated - Evaluation report	
	Market share and market value of domestic vegetables in Mongolia and vegetable consumption	Baseline to be done in the first months of the phase.	Share = 60% of all vegetables produced domestically) Value to farmers +20%	Aggregated from indicators under outcomes 1 and 2	
Outcome 1 Livelihood of rural and peri-urban small holder farmers and women headed households is improved through increased vegetable production to fulfill domestic consumption	<ul style="list-style-type: none"> - Coverage of vegetable domestic demand (cabbage, onion, garlic, greenhouse). - Out of this coverage, % of which from rural vs. peri-urban, and from women-headed vs. men-headed households. 	Baseline to be done in the first months of the project.	>80% (cabbage, onion, garlic, greenhouse) Tbd	National Statistics Office, (NSO) Customs data	<ul style="list-style-type: none"> - No exceptional agro-climatic events (frosts, draughts, floods) - Labour forces are available for vegetable production - Target groups are interested in

demand						vegetable production - Constraints to production can be lifted or reduced (soil contamination, access to water, access to land)
Output 1.1	Vegetable seeds suitable to agro-climatic conditions in Mongolia are tested, approved and vegetables produced	<ul style="list-style-type: none"> - Number of tested new varieties - Number of new species for which seeds are locally produced 	20 11 Baseline to be done in the first months of the project.	>40 >15	<ul style="list-style-type: none"> - VEGI M&E system - PSARTI report - Evaluation report 	-
Output 1.2	Vegetable production in urban and peri-urban areas, including by vulnerable and resource poor household (especially women headed) is promoted	<ul style="list-style-type: none"> - Number of trainings based on request by local authorities - Number of schools and kindergartens involved in vegetable production - Number of households producing vegetables 	0 0 300	20 >15 500 (10% women headed)	<ul style="list-style-type: none"> - VEGI M&E system - Departments of Agriculture (UB, other aimags) - VEGI M&E system - Departments of Agriculture (UB, other aimags) 	-
Output 1.3	New technologies in vegetable	<ul style="list-style-type: none"> - Number of new technologies applied in the vegetable production 	4	10	-	-

	production and pesticide control are tested and adopted	<p>in the target areas (e.g. efficiency, productivity increasing technologies, postharvest technologies)</p> <ul style="list-style-type: none"> - Number of farmers using new technologies and machinery, out of which number of women-headed ones. - Start-ups supported and operational in developing new technologies for pesticides and fertilisers. 	TBD	1'000 (60%F) 10% women headed		
			TBD	4		
Output 1.4	Standards for vegetables are applied and contribute to the quality of vegetables produced in Mongolia	<ul style="list-style-type: none"> - Number of developed standards - Consumer opinion about domestic vegetable supply in diversity, quality and price - Number of farmers and entities certified with GAP (AFS ARI 2) 	26	2 per year	<ul style="list-style-type: none"> - VEGI M&E system - Consumer survey on markets in UB end of 2021, and Evaluation report - VEGI M&E system, and Evaluation report 	
			0	50% of target		
Outcome 2	The marketing of domestic vegetables (including those from small-scale farmers and women headed households) is well organized, in-line with market trends and consumers' preferences, and	<ul style="list-style-type: none"> - Producer and consumer prices variation for vegetables on the domestic market, - Income of small holder farmers is increased (F/M) - AFS ARI 1 	30% ²	10%	Market price survey as part of regular M&E	<ul style="list-style-type: none"> - Market domination by few powerful stakeholders can be diminished - Import tax on vegetable imports remains and is effectively applied
			MNT 736'600 (27% lower National average) 61.6% of domestic	40% (same as national average)		

² Difference between farm gate price and price paid by end user.

profitable, with primary and secondary cooperatives playing a key role		- Number of reached consumers through media channels about vegetable consumption	demand 30'000 (2019)	> 80%		
Output 2.1	Supply chain of vegetables from farmer's gate to markets is operational and driven by farmer cooperatives	- Number of cooperatives with at least 3 supply contracts - Net sales of products sold through secondary cooperative	5 370 mill MNT	>20 MNT 1 billion (accumulated)	- Cooperative assessment - VEGI M&E system	
Output 2.2	Local farmer cooperatives have access to wholesale market in UB	- Share of vegetables from main production areas sold through the wholesale market in UB - Numbers of cooperatives members having access to UB market.	10% Baseline to be done in the first months of the phase.	50% All 20 (2022)	- Marketing study - VEGI M&E system	
Output 2.3	Schools and kindergartens have better nutrition and consume more vegetables	- Annual vegetable consumption per capita in Mongolia (kg) (<i>AFS ARI 1</i>) - Increased diversified diets (with vegetable ingredients) in the school and kindergarten canteen (<i>AFS ARI 3</i>)	51 15 schools and kindergarten canteens	>60% 35	- VEGI M&E system - Consumer survey - VEGI consumption survey in urban and peri-urban areas - VEGI M&E system	
Outcome 3 (cross-cutting governance)		- MFARD has a long-term vision and is managed	0	See details under the	Business plans of: MFARD	

The organisational development, governance structure and financial management of farmer organisations (including Vegetable Seed Service units) is strengthened.		<ul style="list-style-type: none"> - according to good governance principles. - MFARD is recognised by all stakeholders as the national organisation representing vegetable farmers. - The vegetable seed service unit is operating at all levels of the seed supply chain and is sustainable. 	0	0	<p>Outputs</p> <p>extension centres and VSRU</p> <p>MFARD reports</p> <p>Reports of coaching organisations</p> <p>Audit reports</p> <p>Evaluation report</p>	
Output 3.1	MFARD has a long-term vision and is managed according to good governance principles	<ul style="list-style-type: none"> - Long-term strategic/business plan (including a plan of diversification of resources) is developed and functional. - All assemblies and elections of board members, foreseen by legal status, have taken place on time. - Membership fee is collected, transparent and growing. - Financial management corresponds to SDC audit standards. 	0	<p>1 approved, shared with the government and donors, and known by MFARD members.</p> <p>Last one: 1st quarter 2020</p> <p>Next one scheduled Oct 2020</p> <p>Annual, with no proper records TBD</p> <p>80%</p>	<ul style="list-style-type: none"> - Strategic/Business Plan MFARD Report - Semi-annual report from coaching organisations - Evaluation report - Minutes of assemblies - MFARD financial reports, Audit reports - Audit reports 	
Output 3.2	MFARD is recognised	<ul style="list-style-type: none"> - Number of farmers (% of women-headed) received: <ul style="list-style-type: none"> o extension service 	1'300 (60% women)	+2'400 (= 200 farmers per year/per	- VEGI M&E system, MFARD branches records, Evaluation	Farmers are interested in the proposed training and

	by all stakeholders as the national organisation representing vegetable farmers	<ul style="list-style-type: none"> o /trainings, seeds, consultation, machinery rent - Business plans of extension centres - Diversification of resources: % received from the Government and % from at least 1 other donor than SDC 	<p>None</p> <p>0</p>	<p>extension) and at least 50% F</p> <p>4 Plans (1 for each) exist and followed</p> <p>Tbd</p>	<p>report</p> <ul style="list-style-type: none"> - Business plan document, Extension centre accounts, reports of coaching organisation, evaluation report - MFARD financial report, audit reports, semi-annual reports from coaching organisation, evaluation report. 	willing to contribute
Output 3.3	The Vegetable seed service unit is operating at all levels of the seed supply chain and is sustainable	<ul style="list-style-type: none"> - The Vegetable Seed Reserve Unit (VSRU) has an operating procedures manual which is respected. - The VSRU has long-term Business Plan (including a plan of diversification of resources). - The VSRU is managed by an executive body separately from MFARD and with a diverse representation of stakeholders. - VSRU is progressively funded by other sources 	<p>None</p> <p>None</p> <p>5 member executive body (3 MFARD)</p> <p>0</p>	<p>1</p> <p>1 Functional manual</p> <p>9 member executive body (1 MFARD)</p> <p>60% other sources</p>	<p>Account books of VSRU</p> <p>Yearly balance</p> <p>Audit reports</p> <p>Semi-annual reports from coaching organisations</p> <p>Evaluation report.</p>	

		than SDC				
Outcome 4 Sustainable and inclusive growth of the vegetable sector is fostered by improved policy/legal and institutional framework.		<ul style="list-style-type: none"> - Farmers' opinion about the legal framework and its evolution - Vegetable GAP certified in the market is available 	TBD 0	80% positive >3	<ul style="list-style-type: none"> - Survey among farmers on legal conditions (can be done during farmers' training) - Legal documents and official statistics - List of officially released varieties and pesticides 	- Elections in Mongolia (2020) will not modify the policies in a negative way
Output 4.1	Policy support provided to the MoFALI on the Law on Plant Seed and Varieties, to facilitate its approval (or implementation in case the bill becomes law in June 2020)	<ul style="list-style-type: none"> - Law on Plant Seed and Varieties adopted by the Mongolian National Parliament. - Number of elaborated regulations and guidelines for implementation of the law after its adoption (AFS_TRI_2). 	0 0	1 >8	<ul style="list-style-type: none"> - List of Parliament's decisions - MoFALI/FAO reports 	
Output 4.2	Plant Protection and Food security Laws are revised in collaboration with the relevant department of the Ministry	<ul style="list-style-type: none"> - Number of revised draft legislation on pesticide management - Number of elaborated regulations - Number of registered and accredited certification body (CB) 	0 0 CB 0	>1 >3 >2	- MoFALI/FAO reports	
Output 4.3	Enhanced capacity to implement Good	<ul style="list-style-type: none"> - Number of auditors to support GAP national certification body (certification body with 	30	60	MoFALI/FAO reports Evaluation report	

	Agricultural Practices (GAP)	<p>accreditation)</p> <ul style="list-style-type: none"> - Farm assurers to National scheme of GAP are established - Number of internal auditors - Number of farms with GAP certification 	0 3	>25 30		
Output 4.4	The taxation and vegetable import regulation reviewed to promote domestic vegetable production	<ul style="list-style-type: none"> - Number of recommendation for tax regulation in vegetable sector 	0	>1	MoFALI/FAO reports	
Output 4.5	Organisational development and governance strengthening of vegetable farmer's organisations are supported (MFARD, VSRF and extension centres)	<p>Number of quality technical supports provided on:</p> <ul style="list-style-type: none"> - Management and organization development of MFARD, VSRF and Extension centers - Training to share international experiences on organizational and management development of farmers organizations - Training on knowledge sharing on community seed bank management - Implementation of FAO's Technical Cooperation Programme (TCP) to support VSRF. 	0	>4	<ul style="list-style-type: none"> - FAO reports - Satisfaction Survey 	