



TRAINING AND DIALOGUE PROGRAMS

GENERAL INFORMATION ON

**Workshop on Planning, Implementation, and Monitoring of
National Rice Development Strategy (NRDS)**

for Sub-Sahara African Countries

**地域別研修「サブサハラアフリカ地域稲作振興政策
立案・実施・モニタリング」**

JFY 2011

<Type: Solution Creation / 類型: 課題解決促進型>

NO. J11-04066 / ID. 1184087

From July 2011 to December 2011

Phases in Japan: August 28, 2011 to October 1, 2011

This information pertains to one of the Training and Dialogue Programs of the Japan International Cooperation Agency (JICA), which shall be implemented as part of the Official Development Assistance of the Government of Japan based on bilateral agreement between both Governments.

I. Concept

Background

In order to contribute to the improvement of food security and to the rural development and poverty alleviation in Africa, JICA in partnership with Alliance for a Green Revolution in Africa (AGRA), launched an initiative known as “Coalition for African Rice development” (CARD*) on the occasion of the Fourth Tokyo International Conference on African Development (TICAD IV) held in Yokohama, Japan in May 2008.

At present, based on the Initiative, a variety of support has been extended for further development of rice production in Africa. Target countries of CARD are expected to formulate National Rice Development Strategy (NRDS) and implement the projects in line with NRDS to boost the rice production in Africa in cooperation with donors. The First Group countries of CARD have already finished preparing NRDS of each country and the Second Group countries are set to start the preparation process.

*CARD is an initiative to support the efforts of African countries to increase rice production and a consultative group of donors, research institutions and other relevant organizations to work with rice producing African countries. Its goal is to double the rice production in Africa from the present 14 million tons/year to 28 million tons/year by 2018.

Target countries of CARD are Cameroon, Ghana, Guinea, Kenya, Madagascar, Mali, Mozambique, Nigeria, Senegal, Sierra Leone, Tanzania, Uganda (First Group), and Benin, Burkina Faso, CAR, Cote d'Ivoire, DR Congo, Liberia, Rwanda, The Gambia, Togo (Second Group).

For what?

This program aims to support CARD target countries with preparation, implementation and monitoring of the NRDS process.

For whom?

This program is offered to government organizations involved in the preparation, implementation and monitoring of the NRDS process, especially focal point or taskforce member organizations of NRDS.

How?

Participants shall have opportunities to identify useful approaches and effective strategies to promote the rice production in each country, as a result of lectures, discussion, and observation trips in Japan.

Participants will also formulate a proposal describing what the participant will do after they go back to their home countries, putting the knowledge and ideas acquired and discussed in Japan among others into their on-going activities.

II. Description

- 1. Title (J-No.): Workshop on Planning, Implementation, and Monitoring of National Rice Development Strategy for Sub-Sahara African Countries (J1104066)**
- 2. Period of program**

Duration of whole program:	July 2011 to December 2011
Preliminary Phase: (in a participant's home country)	July 2011 to August 2011
Core Phase in Japan:	August 28, 2011 to October 1, 2011
Finalization Phase: (in a participant's home country)	October 2011 to December 2011
- 3. Target Regions or Countries**

Benin, Burkina Faso, Cameroon, Ethiopia, Gambia, Ghana, Kenya, Liberia, Mali, Mozambique, Nigeria, Rwanda, Sierra Leone, Tanzania, Uganda and Zambia
- 4. Eligible / Target Organization**

This program is designed for a government organization which is involved in the preparation, implementation and monitoring of the NRDS process, and has the focal point or taskforce members in it.
- 5. Total Number of Participants**

15 participants
- 6. Language to be used in this program:** English
- 7. Program Objective**

In the process of planning/ implementation/ monitoring of NRDS, Action Plan prepared by a participant is utilized in participant's organization.
- 8. Overall Goal**

The rice production in target countries will double by 2018 compared with that in 2008.

9. Expected Module Output and Contents:

This program consists of the following components. Details on each component are given below:

(The program below is tentative and might be subject to changes.)

(1) Preliminary Phase in a participant's home country (July 2011 to August 2011) <i>Participating organizations make required preparation for the Program in the respective country.</i>	
Expected Module Output	Activities
Inception report is formulated	Formulation and submission of Inception Report

(2) Core Phase in Japan (August 28, 2011 to October 1, 2011) <i>Participants dispatched by the organizations attend the Program implemented in Japan.</i>		
Expected Module Output	Subjects/Agendas	Methodology
To be able to explain the points to be considered and reference cases for rice development in each country based on the understanding of issues at each point of rice sector value chain and agricultural policy.	(1) Agricultural Policy Central and local government policy and system to support rice production (2) Rice sector value chain · Production (Improvement of varieties, Seed production, Cultivation techniques, Agricultural inputs, water management, Farmers organization, Extension system, etc) · Post harvest (Threshing, Milling, Drying, and storage) · Distribution and Marketing (Farm management, Access to fund and market information)	Lecture and Observation
To be able to list each country's challenges in the implementation of NRDS, referring to other country's situation, which participants understand as a result of discussion with other participants and CARD related people.	(1) Presentation on the situation regarding each country's NRDS (2) Discussion based on the presentation (3) Analysis of present situation and challenges	Workshop Presentation and Discussion

To be able to propose the content or method of smooth and effective planning/ implementation/ monitoring of NRDS, which is feasible in participant's organization.	Preparation and presentation of Draft Action Plan	Workshop Presentation Consultation and Discussion
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(4)Finalization Phase in a participant's home country

(October 2011 to December 2011)

Participating organizations produce final outputs by making use of results brought back by participants. This phase marks the end of the Program.

Expected Module Output	Activities
To discuss the Action Plan in the participant's organization.	Discussion on the Action Plan back in the participant's country and submission of its progress report by December, 2011 based on the guidance provided in the Core Phase in Japan.

III. Conditions and Procedures for Application

1. Expectations for the Participating Organizations:

- (1) This program is designed primarily for organizations that intend to address specific issues or problems identified in their operation. Participating organizations are expected to use the project for those specific purposes.
- (2) This program is enriched with contents and facilitation schemes specially developed in collaboration with relevant prominent organizations in Japan. These special features enable the project to meet specific requirements of applying organizations and effectively facilitate them toward solutions for the issues and problems.
- (3) As this program is designed to facilitate organizations to come up with concrete solutions for their issues, participating organizations are expected to make due preparation before dispatching their participants to Japan by carrying out the activities of the Preliminary Phase described in section II -9 .
- (4) Participating organizations are also expected to make the best use of the results achieved by their participants in Japan by carrying out the activities of the Finalization Phase described in section II -9.

2. Nominee Qualifications:

Applying Organizations are expected to select nominees who meet the following qualifications.

(1) Essential Qualifications

- 1) Current Duties: be a focal point or taskforce member of NRDS.
http://www.jica.go.jp/english/operations/thematic_issues/agricultural/card.html
- 2) Experience in the relevant field: have more than 10 years' experience in the relevant field of agricultural policy or rice production.
- 3) Educational Background: be a graduate of university or equivalent
- 4) Language: have a competent command of spoken and written English (This workshop includes active participation in discussions, Action Plan development, thus requires high competence of English ability. Please attach an official certificate for English ability such as TOEFL, TOEIC etc, if possible)
- 5) Health: must be in good health, both physically and mentally, to participate in the Program in Japan.

※Pregnancy : Pregnant participants are strictly requested to complete the required procedures before departure in order to minimize the risk for their health. The procedures include ①letter of the participant's consent to bear economic and physical risks ②letter of consent from the participant's supervisor ③letter of consent from your Embassy in Japan, ④medical certificate. Please ask National Staffs in JICA office for the details.

6) Must not be serving any form of military service.

(2) Recommendable Qualifications

1) Age: be between the ages of thirty two (32) and forty five (45) years

3. Required Documents for Application

(1) Application Form: The Application Form is available at the respective country's JICA office or the Embassy of Japan.

(2) Nominee's English Score Sheet: to be submitted with the application form. If you have any official documentation of English ability (e.g., TOEFL, TOEIC, IELTS), please attach it (or a copy) to the Application Form.

(3) Questionnaire: to be submitted with the Application Form. Fill in Annex I of this General Information, and submit it along with the Application Form.

4. Procedure for Application and Selection :

(1) Submitting the Application Documents:

Closing date for application to the JICA Center in JAPAN: **July 15, 2011**

Note: Please confirm the closing date set by the respective country's JICA office or Embassy of Japan of your country to meet the final date in Japan.

(2) Selection:

After receiving the document(s) through due administrative procedures in the respective government, the respective country's JICA office (or Japanese Embassy) shall conduct screenings, and send the documents to the JICA Center in charge in Japan, which organizes this project. Selection shall be made by the JICA Center in consultation with the organizations concerned in Japan based on submitted documents according to qualifications. *The organization with intention to utilize the opportunity of this program will be highly valued in the selection.*

(3) Notice of Acceptance

Notification of results shall be made by the respective country's JICA office (or Embassy of Japan) to the respective Government by **not later than July 29, 2011.**

5. Document(s) to be submitted by accepted participants:

Inception Report -- to be submitted by **August 19, 2011:**

Before coming to Japan, only accepted participants are required to prepare an Inception Report (Detailed information will be provided with Notice of Acceptance, but the guideline is attached as Annex II of this General Information.)

6. Conditions for Attendance:

- (1) to follow the schedule of the program,
- (2) not to change the program subjects or extend the period of stay in Japan,
- (3) not to bring any members of their family,
- (4) to return to their home countries at the end of the program in accordance with the travel schedule designated by JICA,
- (5) to refrain from engaging in political activities, or any form of employment for profit or gain,
- (6) to observe Japanese laws and ordinances. If there is any violation of said laws and ordinances participants may be required to return part or all of the training expenditure depending on the severity of said violation.
- (7) to observe the rules and regulations of their place of accommodation and not to change the accommodation designated by JICA, and
- (8) to participate the whole program including a preparatory phase prior to the program in Japan. Applying organizations, after receiving notice of acceptance for their nominees, are expected to carry out the actions described in section II -9 and section III -4.

IV. Administrative Arrangements

1. Organizer:

(1) **Name:** JICA Tsukuba

(2) **Contact:** Ms. SONOYAMA Yuka (Sonoyama.Yuka@jica.go.jp) or
(tbicttp@jica.go.jp)

2. Implementing Partner: Under selection

3. Travel to Japan:

(1) **Air Ticket:** The cost of a round-trip ticket between an international airport designated by JICA and Japan will be borne by JICA.

(2) **Travel Insurance:** Term of Insurance: From arrival to departure in Japan. The traveling time outside Japan shall not be covered.

4. Accommodation in Japan:

JICA will arrange the following accommodations for the participants in Japan:

JICA Tsukuba International Center (JICA TSUKUBA)

Address: 3-6 Koyadai, Tsukuba, Ibaraki, 305-0035, Japan

TEL: +81-29-838-1111, FAX: +81-29-838-1776

(where “81” is the country code for Japan, and “29” is the local area code)

If there is no vacancy at JICA TUKUBA, JICA will arrange alternative accommodations for the participants. Please refer to facility information of TIBC at its URL, <http://www.jica.go.jp/english/contact/domestic/information.pdf>

5. Expenses:

The following expenses will be provided for the participants by JICA:

(1) Allowances for accommodation, living expenses, outfit, and shipping

(2) Expenses for study tours (basically in the form of train tickets).

(3) Free medical care for participants who become ill after arriving in Japan (costs related to pre-existing illness, pregnancy, or dental treatment are not included)

(4) Expenses for program implementation, including materials

For more details, please see p. 9-16 of the brochure for participants titled “KENSU-IN GUIDE BOOK,” which will be given to the selected participants before (or at the time of) the pre-departure orientation.

6. Pre-departure Orientation:

A pre-departure orientation will be held at the respective country’s JICA office (or Japanese Embassy), to provide participants with details on travel to Japan, conditions of the workshop, and other matters.

V. Other Information

1. Although JICA Tsukuba is equipped with computer rooms, it is recommended that participants bring their laptop personal computers.
2. It is recommended that participants bring photographs, drawings, traditional goods and others such as clothes, instruments, ornaments to help them introduce their countries.

VI. ANNEX

- I. Questionnaire for Application
- II. Inception Report

ANNEX I:

Questionnaire for Application

Participants are requested to submit the questionnaire including following items, together with the Application Form. The questionnaire will be used for the screening of candidates.

The report should be typewritten in English on A4 size paper (21 cm x 29.5 cm) in single spacing at maximum of 3 pages.

1. Basic Information

Name	
Organization	
Position	

2. Current Situation concerning CARD (Coalition for African Rice Development) and NRDS (National Rice Development Strategy) in your country

(1) NRDS

Please attach NRDS of your country and explain major points of NRDS.

(2) Organizations involved in CARD initiative and NRDS process

Please attach following documents

- List of NRDS Task Force core members
- List of NRDS Task Force full members
- Organogram which shows major related organizations and indicates the position of Task Force
- Level of linkage with the CAADP Country Team (if available)

(3) Summary progress in the implementation of NRDS

Please write the short summary of the latest event of the NRDS implementation in your country (e.g. NRDS launching, Working Week) and its results.

3. Duties of Your Organization/Department and Yourself

(1) Duties of your organization with reference to the implementation of NRDS

(2) Duties of your department with reference to the implementation of NRDS

(3) How you have been involved in the implementation of NRDS

Please list all the CARD/NRDS events you have participated since January 2009, for example, a) CARD General Meetings, b) Regional Workshop of NRDS Formulation, c) training visit to Nairobi, d) participation to the CARD Working Week as a core / full member of the NRDS Task Force, or e) other meetings on consultation / validation and launching of NRDS.

4. Challenges regarding CARD or NRDS process

- (1) Challenges as a focal point/ a taskforce member regarding the implementation of NRDS process (e.g. institutional, capacity)
- (2) Your tentative idea how you can deal with the above-mentioned challenges

ANNEX II:

Inception Report

- **Participants are requested to submit the Inception Report including following items to Ms. Sonoyama (Sonoyama.Yuka@jica.go.jp) by August 19, 2011.** (Some of the items are included in the questionnaire which you would submit together with the application form.)
- The report should be typewritten in English on A4 size paper (21 cm x 29.5 cm) in single spacing **at maximum of 5 pages.**
- **Participants will be asked to make a presentation (10-15 minutes) on the Report in Japan. Please prepare a presentation material,** for instance, using Power Point.
- It is advised to bring photographs, agricultural statistics and other reference materials with you.
- **At the end of the course, participants will make an Action Plan to solve the challenges described in the Report.**

1. Basic Information

Name	
Country	
Organization	
Position	

2. Current Situation concerning CARD (Coalition for African Rice Development) and NRDS (National Rice Development Strategy) in your country

(1) Achievements, on-going activities, and way forward

Please attach following documents which were generated through the CARD Initiative and explain major points of each document.

- National Rice Development Strategies
- List of rice-related interventions
- Sub-sector Intervention Element Matrices which maps out the above-mentioned rice-related interventions (so called "Resource SIEM")
- Sub-sector Intervention Element Matrices which maps out the required outputs as per the National Rice Development Strategies (so-called "Needs SIEM")
- Sub-sector Intervention Element Matrices which highlights the priority areas of investment
- List of priority projects with clear indication of the potential source of funding (government, development partners, CAADP)

***Participants from Cameroon, Ghana, Kenya, Mali, Mozambique, Nigeria, Sierra Leone, and Uganda shall submit following documents in addition to above.**

- Concept notes of the above-mentioned priority projects
- Power Point Presentation for promotion of rice sector development

***Participants from Gambia, Liberia and Zambia shall submit only National Rice Development Strategies.**

(2) Organizations involved in CARD initiative and NRDS process
Please attach following documents and explain major points of each document.

- List of NRDS Task Force core members
- List of NRDS Task Force full members
- Organogram which shows major related organizations and indicates the position of Task Force
- Level of linkage with the CAADP Country Team (if available)

3. Duties of Your Organization/Department and Yourself

(1) Duties of your organization in general and with reference to the implementation of NRDS

(2) Duties of your department in general and with reference to the implementation of NRDS

(3) Duties of yourself in general and with reference to the implementation of NRDS

(4) How you have been involved in the implementation of NRDS

Please list all the CARD/NRDS events you have participated since January 2009, for example, a) CARD General Meetings, b) Regional Workshop of NRDS Formulation, c) training visit to Nairobi, d) participation to the CARD Working Week as a core / full member of the NRDS Task Force, or e) other meetings on consultation / validation and launching of NRDS.

4. Challenges of CARD or NRDS process

(1) Challenges as a focal point/ a taskforce member regarding the implementation of NRDS process (e.g. institutional, capacity)

(2) Background of the above-mentioned challenges

(3) Your tentative idea for solving the above-mentioned challenges or improving the present situation

(4) Your expectation to the course with reference to the challenges

For Your Reference

JICA and Capacity Development

The key concept underpinning JICA operations since its establishment in 1974 has been the conviction that “capacity development” is central to the socioeconomic development of any country, regardless of the specific operational scheme one may be undertaking, i.e. expert assignments, development projects, development study projects, training programs, JOCV programs, etc.

Within this wide range of programs, Training Programs have long occupied an important place in JICA operations. Conducted in Japan, they provide partner countries with opportunities to acquire practical knowledge accumulated in Japanese society. Participants dispatched by partner countries might find useful knowledge and re-create their own knowledge for enhancement of their own capacity or that of the organization and society to which they belong.

About 460 pre-organized programs cover a wide range of professional fields, ranging from education, health, infrastructure, energy, trade and finance, to agriculture, rural development, gender mainstreaming, and environmental protection. A variety of programs and are being customized to address the specific needs of different target organizations, such as policy-making organizations, service provision organizations, as well as research and academic institutions. Some programs are organized to target a certain group of countries with similar developmental challenges.

Japanese Development Experience

Japan was the first non-Western country to successfully modernize its society and industrialize its economy. At the core of this process, which started more than 140 years ago, was the “*adopt and adapt*” concept by which a wide range of appropriate skills and knowledge have been imported from developed countries; these skills and knowledge have been adapted and/or improved using local skills, knowledge and initiatives. They finally became internalized in Japanese society to suit its local needs and conditions.

From engineering technology to production management methods, most of the know-how that has enabled Japan to become what it is today has emanated from this “*adoption and adaptation*” process, which, of course, has been accompanied by countless failures and errors behind the success stories. We presume that such experiences, both successful and unsuccessful, will be useful to our partners who are trying to address the challenges currently faced by developing countries.

However, it is rather challenging to share with our partners this whole body of Japan’s developmental experience. This difficulty has to do, in part, with the challenge of explaining a body of “tacit knowledge,” a type of knowledge that cannot fully be expressed in words or numbers. Adding to this difficulty are the social and cultural systems of Japan that vastly differ from those of other Western industrialized countries, and hence still remain unfamiliar to many partner countries. Simply stated, coming to Japan might be one way of overcoming such a cultural gap.

JICA, therefore, would like to invite as many leaders of partner countries as possible to come and visit us, to mingle with the Japanese people, and witness the advantages as well as the disadvantages of Japanese systems, so that integration of their findings might help them reach their developmental objectives.



CORRESPONDENCE

For inquiries and further information, please contact a JICA office or Embassy of Japan, or address correspondence to:

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Address: 3-6, Koyadai, Tsukuba-shi, Ibaraki-ken 305-0074, JAPAN

Tel: +81-(0)29-838-1111

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