



SIERRA LEONE SKILLS DEVELOPMENT PROJECT SKILLS DEVELOPMENT FUND SECRETARIAT

CALL FOR CONCEPT NOTES (PRE-QUALIFICATION)

1. BACKGROUND

The Ministry of Technical and Higher Education is implementing the Sierra Leone Skills Development Project (SLSDP) with a loan financing from the World Bank. The overall goal of the project is to increase access to demand-led skills training and build the foundations for a demand-led skills development system in Sierra Leone. It also aims to enhance the capacity of TVET institutions to deliver high quality, and demand-driven training programs in target sectors. The project has two components: (1) Skills Development Fund and (2) Capacity Building and System Strengthening.

Component 1: Skills Development Fund (SDF): aims to increase access to demand-led skills upgrading in Sierra Leone and delivery of innovative program offerings; (b) Promote collaboration between enterprises and training centers and institutions; (c) Improve the efficiency of training provision; (d) Increase the employability of out-of-school youth; and (e) Increase skills acquisition among disadvantaged groups.

The SDF supports skills demand and supply through two corresponding windows:

(a) Window 1 targets selected training institutions that wish to improve the relevance and quality of their training programs and to introduce new short-term courses for out-of-school unemployed and underemployed youth, with a focus on girls. Window 1 is divided into two tiers (sub-windows), focusing on formal and non-formal TVET. The grants from this window can be used to finance eligible expenditures such as (i) the updating of curricula, (ii) purchasing learning resources, (iii) training of trainers/instructors, (iv) industrial attachments, (v) twinning arrangements, (vi) career counselling, (vii) internships, (viii) training needs assessments, and (ix) tracer studies.

(b) Window 2 targets businesses in the productive sectors (agriculture/agro-processing, fisheries, mining/extractives, construction, and tourism) that need to address the skills gaps to expand their production and markets or to upgrade their production process to climb higher up the value chain.

The evaluation of the applications will be carried out in two stages. The first stage will focus on the verification of eligibility and the relevance of the concept to the SDF objectives. Applicants who pass the concept stage screening will be invited to submit a full proposal.

The evaluation of the applications for SDF will be carried out with highest standards of integrity, focusing on (a) evidence from the training needs assessment and its robustness for assessing the expected labor market absorption of graduates (for Window 1); (b) the likely impact of requested support on labor productivity (competitiveness) for businesses (for Window 2); (c) targeting/inclusion of youth to be trained; (d) alignment between the proposed grant's objectives, inputs, budget, and human resources; (e) value for money (that is, cost-effectiveness based on a comparison of the unit costs of training and the expected outcomes); and (f) monitorable outputs and results.

In line with the above and specifically under Component 1 (SDF), the Skills Development Fund Secretariat (SDFS) is inviting eligible TVET Institutions and businesses to submit Pre-qualification proposal (Concept Notes) in order to benefit from this grant.

2. ELIGIBILITY CRITERIA

Window 1 Applicants

The Eligibility criteria for the support will include;

- A registered and/or accredited TVET institution
- Institution has been in existence as a training institution for at least two academic years
- The institute provides training programs and courses in any of the five target sectors (agriculture/agro-processing, fisheries, mining/extractives, construction, and tourism)
- Average annual enrolment of at least 100 students in the last 3 years
- Established and functional Board of Governors

Window 2 Applicants

- Established for 2 years +
- Employee/membership composition should be majority Sierra Leonean nationality
- Employee/membership composition of 25% youth and/or women
- Must be from the targeted sectors: agriculture/agro-processing, fisheries, mining/extractives, construction, and tourism
- Demonstrable commercial viability
- The applicant must show how the training is likely to lead to increased productivity and competitiveness

Additional eligibility criteria and further information can be found at: www.sdf.gov.sl

3. TIMEFRAMES

The deadline for applications for consideration in this round of applications is 22nd July 2020. Once the pre-qualification applications have been received, they will be assessed and ranked by the Review and Selection Committee. The outcome of the pre-qualification calls for proposal assessment should be available by 31st August 2020. The results will be made publicly available on the website of the SDFS and Ministry of Technical and Higher Education at: www.sdf.gov.sl and www.mthe.gov.sl

4. CONCEPT NOTE SUBMISSION FORMS

Concept Note Submission Forms can be downloaded from: www.sdf.gov.sl and www.mthe.gov.sl or collected from the SDF Secretariat. Concept Note Submission Forms for funding are to be submitted in five (5) copies in English using the prescribed form. An electronic copy of the application on memory stick should accompany the proposal or emailed to grants@sdf.gov.sl. Electronic copies must be submitted in Microsoft Word format.

5. APPLICATION DEADLINE: 22nd July 2020 at 4.00pm

5. APPLICATION SUBMISSION

Application forms should be submitted in sealed envelope to the address below or emailed to grants@sdf.gov.sl:

SDF Secretariat
Ministry of Technical and Higher Education
New England Ville
Freetown

For further information on the Skills Development Fund and on how to submit an application, please visit the SDF Secretariat website www.sdf.gov.sl or visit the SDF offices at the address above. You can also call the SDF hotlines at + 232 75 99 33 44.