**Original**

**Proposal Submission Form**

**TO: Global Giving**

**Subject: *Submission of Technical and Financial Proposal for Ref: 238PAK4002 “Sustainable***

 ***Rural Livelihoods through Training and Enterprise development in Wool products”***

Dear Sir / Madam,

Having examined the Solicitation Documents, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to provide Professional Services for the sum as may be ascertained in accordance with the Price Schedule attached herewith and made part of this Proposal.

We undertake, if our Proposal is accepted, to commence and complete delivery of all services specified in the contract within the time frame stipulated.

We agree to abide by this Proposal for a period of 90 days from the Proposal Closing Date as stipulated in the Solicitation Documents, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

We understand that you are not bound to accept any Proposal you may receive.

Name of Bidder: **Youth in Action Balochistan**

Address of Bidder:

1. **Regional Office Pishin:**

Bilal Colony Near salar public school Pishin

1. **National Program Coordination Office:**2nd Floor Rehman Service Station Building, Near VIP Center, Airport Housing Society Gulzar-E-Quaid Rawalpindi

Authorized Signature:

Name & title of Authorized Signature:

Agha Mohsin Ali

Executive Director

Youth in Action Balochistan

***Technical Proposal Form***

***Project Title***

***Sustainable Rural Livelihoods through Training and Enterprise development in Wool Products in District Pishin Balochistan***

***Submitted by:***

***Youth in Action Balochistan***

**Description of the firm/institution and its qualifications**

1. **Management Structure**
2. **Company’s profile**

|  |  |
| --- | --- |
| Official name of applicant organization | Youth in Action Balochistan |
| Type of lead organization | NGO |
| Law/regulation under which it is registered with Government of Pakistan | Registered with Government of Balochistan (Pakistan) under Voluntary Social Welfare Agencies (Registration and Control) Ordinance 1961 (XL VI of 1961) 1961 under the registered No B-240/EDO/CD  |
| Date of such registration | 13th September, 2007 |
| Postal address | 1. **Regional Office Pishin:**

Bilal Colony Near salar public school Pishin1. **National Program Coordination Office:** 2nd Floor Rehman Service Station Building, Near VIP Center, Airport Housing Society Gulzar-E-Quaid Rawalpindi
2. **Regional Program Office KPK/FATA at Peshawar:**Kinal Town Near Chitrali Net Cafe Near Peshawar University Peshawar
3. **Regional Program Office Balochistan at Quetta:** H.No. 339, Samungli Housing Scheme, Samungli Road Quetta
4. **Head Office Address:**Ward No. 3 Food Colony near WAPDA Office Dera Murad Jamali District Naseerabad
 |
| Landline phone number(s) | +92 81 2302046 |
| Mobile telephone number(s) | +92 332 7985945, 0346 3715563 |
| E-mail address | youthinaction2007@gmail.com, youthinaction2001@ymail.com  |
| Fax number(s) | +92 81 2823976 |

1. **Firm’s Organogram with designation and names of incumbents**

 **General Body**

**Executive Director**

**Finance/ Procurement committee**

**Training and Program Committee**

**Manager M & E and IT**

**Project Coordinators Education, Health, Wash, and advocacy**

**Assistant Program Manager Project**

 **Boards of Director**

**Finance Manager and Admin Officer Finance**

**Program Manager**

**Social Mobilizer /Master Trainers/ Facilitators**

**Support Staff**

**Finance and Admin Section**

**M & E and IT Section**

**Executive Committee**

**Internal Auditor**

1. **General management approach towards a project of this kind**

For this assignment YIAB will make a separate unit comprising of professional Project Manager, Administrator and will be headed by ED who will be the focal person for any dealing with GLOBAL GIVING. The project manager will carry out this assignment and will follow and implement the agreed work plan. This unit will be supplemented by a pool of trainer who will be hired after the identification of areas, topics, levels of training events. This unit will also have mandate for identifying training opportunities outside Pakistan depending upon the agreement with GLOBAL GIVING.

1. **Identify the person(s) representing the Offeror in any future dealing with GLOBAL GIVING**

Name: Agha Mohsin Ali

Designation: Executive Director

Contact Details: Cell No. 0332-7985945, info@yiab.org, mohsinright@gmail.com

1. **Information as to firm’s reliability, financial and managerial capacity to perform the services**

YIAB Since its establishment, it has been working a proper and effective structure with policy procedures. It has governing body consist of 7 person 4 male and 3 female selected by general body. These person over a period of two years selected by general body having 25 person as long as organization have their full professional role as described in the constitution. Governing body holds its meeting twice in year as long as there is no need or emergency for organizing meetings frequently. The governing body is volunteer body, meaning do not take any salary/bonus or honoraria. GB is led by president who delegates its power to functional body led by Executive director. Functional body is divided into different departments/section led by departmental manager/heads. Among such departments Program Department, Research and Planning, Monitoring and Evaluation Department, Admin and Finance Department are presently functional in YIAB. Under these heads project team works according to their ToR of services. Sustainable Rural Livelihoods through Training and Enterprise development in Wool products project will be implemented by the project team hired on this project under the supervision of these departments.

For this project we utilize our set internal financial controls systems which established at National Program Office and regional offices and Head office level. The Financial Control and Planning Department is divided into two groups: Financial Control and Planning and Head Office Accounting and Internal Control. The Financial Control and Planning Group have three functions:

**Internal Reporting**

This unit monitors the Organizations financial position, preparing daily, weekly and monthly reports and also provides information to its parent division. It also prepares monthly financial statements for the regional offices to ensure accurate evaluation of their performance. During the preparation of the organizations budget, the unit ensures coordination among other departments, collects and analyzes data, and prepares tables outlining the targets of the organizations divisions as well as providing data for the audit of the organization by independent audit or government bodies. In addition, it develops new internal control systems and reports for management and provides support for other similar projects.

**Regulatory Reporting**

This unit prepares the organizations financial statements and other additional information related thereto in the format required by the regulators and presents these to authorities including the donor.

**Treasury Control Unit**

This unit monitors the activities of the Treasury Department in terms of their profitability and risks, and reports the results of its analyses to management.

**General Accounting and the Internal Control Group**

This Group, which is part of the Financial Control and Planning Group, consists of the General Accounting, Head Office Accounting and Internal Control units. The General Accounting department fulfils two different functions. In addition to monitoring the organizations purchases, projects, remodeling and renovation projects, financial leasing activities and fixed assets, the breakdown of the overheads and documentation and archiving of these activities, General Accounting provides the required documentation and record keeping (tracking of subsidiaries, their accounting, increases in the organizations capital, etc.), ensuring that all operations are entered into the records in accordance with the Uniform Accounting Rules. The Head Office Accounting Unit also solves problems arising in relation to the accounting at both the regional and the Head Office, makes recommendations to users, provides training as needed, and ensures that a secure and adequate system exits to prevent errors in accounting records and shield the organization from damage resulting in the event of an error.

As to the Group's Internal Control Unit, this body is responsible for ensuring reconciliation between the TL/FX accounts of the organization with its correspondent donor and checking daily accounting records, correction of errors in records, and conducting effective, scheduled and/or surprise audits at the regional offices.

1. **A brief description of present activities focusing on services related to the Proposal as well as an outline of recent experience on similar projects together with a clear statement of experience in the country (Pakistan)**

Since 2007 to date Youth in Action Balochistan has been involved in humanitarian, developmental and capacity building services provision as implementing partner in collaboration with government, international organizations and United Nations.

YIAB has been working in Balochistan Pakistan since 2007. Since then, it has been working in partnership with local civil society to challenge patriarchy and inequity, and promote democratic, accountable and responsive governance. YIAB’s partners in Balochistan range from small community support groups to provincial alliances and National NGOs. YIAB strong network of local civil society actors in Pishin gives broad reach into the communities and ensures activities are sensitive and appropriate. YIAB has worked on long term development projects with different donors/ supporters like BISP, USAID, UN- Habitat, SPO, Balochistan Education Foundation, Turkish Red Crescent Society, UNFAO, NDMA and Regional Directorate Ministry of Human Rights since 2007. YIAB implemented the following similar projects;

1. **Established 02 vocational skill centers under waseela-e-rozgar programme in two districts in collaboration with Benazir income support program**
2. Registration of 800 poor women and girls of Benazir Poverty Score Card Holders in 4 skills computer training, mobile repairing, embroidery skill and beautician
3. Imparting 3 months courses
4. Conduction of examination and certification
5. Formation of entrepreneurship groups
6. **Capacity Building of Farmers and Line Departments Officials on Disaster Risk Management and HLV Formulation at Jaffarabad and Naseerabad in collaboration with UN FAO**
7. Trained 60 farmers at District Jaffarabad and Naseerabad through 2 days training on DRM and HLV
8. Trained 40 Line Departments Officials at Jaffarabad and Naseerabad on DRM and HLV
9. **Development Partner with SMEDA Early Recovery Project at flood affected UCs of Naseerabad**
10. Conducted survey for identification of 600 enterprises
11. Formed and Trained 600 enterprises members
12. Organized event on market linkages development
13. Trained agriculture and livestock department officials
14. **Economic Empowerment of vulnerable women through skill development**
15. Trained 120 vulnerable women on tailoring, beautician and embroidery courses
16. Formed enterprise groups
17. Trained enterprise groups on value chain and market linkages
18. Linked groups with Microfinance institutions for loaning
19. **List of projects carried out by the Firm for government, INGOs and/or Intergovernmental Agencies during the last 10 years, along with the financial value of the project**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S.No.** | **Project**  | **Donor/ Funding Source** | **Location** | **Project duration (From – To)** | **Total Budget (Rs.)** |
| 1 | Established 02 Vocational Skill Centers under Waseela-E-Rozgar Programme in two districts of Balochistan Namely Killa Abdullah and Quetta | Benazir Income Support Programme | Quetta, Killa Abdullah | 1st Jan-31st December, 2013 | 10,567,900/= |
| 2 | Improving Female Turnout rate in General Election 2013 at Killa Abdullah District | USAID-Citizens Voice Project/Asia Foundation | Killa Abdullah | 18th March-July 30th 2013 | 1,786,750 |
| 3 | School Feeding Program in 300 Govt. Primary Schools of Jaffarabad | United Nations World Food Programme Pakistan | Jaffarabad | May 2013 – May 2014 | 8,700,000/=  |
| 4 | Capacity Building of Farmers and Line Departments Officials on Disaster Risk Management and HLV Formulation at Jaffarabad and Naseerabad | UN-FAO | Jaffarabad and Naseerabad | Jan 1st-15th August, 2012 | 600000/= |
| 5 | Development Partner with SMEDA Early Recovery Project at flood affected UCs of Naseerabad | Small and Medium Enterprise Development Authority | Naseerabad | 28th June,2012- 31st December, 2012 | Nil |
| 6 | Baseline Study on Disaster Resilient Cities in four districts of Balochistan Quetta, Usta Mohammad, Loralai and Khuzdar | UN-Habitat | Quetta, Usta Mohammad, Loralai and Khuzdar | 1st-28th Feb, 2012 | 200000/= |
| 7 | Baseline Study on Women and Peace at District Naseerabad and Zhob | UN-WOMEN | Naseerabad and Zhob | 15th Feb-15th March, 2012 | 200000/= |
| 8 | “Revival of Education through Participation and Contribution of PTSMCs at District Naseerabad” | Balochistan Boy Scouts Association | Naseerabad | 1st Jan-31st March, 2012 | 7500000/= |
| 9 | Established Free Legal Aid Center for Victims of Violence at Kamran Law Firm Quetta | Regional Directorate Ministry of Human Right Baluchistan Quetta | Quetta | 1st Jan, 2008- 31st Dec, 2010 | 1500000/= |
| 10 | Awareness Raising on Child Birth Registration and CNIC for women | Local Government and Rural Development Department Govt. of Baluchistan | Naseerabad | 1st Jan-31st December, 2011 | 300000/= |
| 11 | Established Umeed-E-SEHER Schooling Systems at Quetta and 120 students enrolled. | Baluchistan Education Foundation  | Quetta | Jan 2009- 31st Dec, 2011 | 1500000/= |
| 12 | Awareness Raising Sessions and Hygiene Kits Distribution | Social Welfare Department Naseerabad | Naseerabad | Jan-Mar, 2011 | 500000/= |
| 13 | Food Distribution amongst Flood Affected Families of Jaffarabad District | Turkish Red Crescent  | Jaffarabad | 1st September-30th Oct, 2010 | 300000/= |
| 14 | Trained 1000 school and community students on Life Skills Based Education | Youth in Action Balochistan | Pishin | 1st April-30th July, 2010 | 300000/= |
| 15 | Economic Empowerment of vulnerable women through skill development | Youth in Action Balochistan | Pishin | 1st Jan-31st December, 2009 | 1200000/= |
| 16 | Advocacy Campaign on Human Rights and Water Quality at Naseerabad | SPO- Strengthening Participatory Organization | Naseerabad | 15th October, 2011 to 15th December, 2011 | 80000/= |

1. **List of past and ongoing clients**
* Benazir Income Support Programme
* USAID
* UN-WOMEN
* UN-FAO
* The Asia Foundation
* SPO- Strengthening Participatory Organization
* Balochistan Education Foundation
* UN-Habitat
* Regional Directorate Ministry of Human Rights Balochistan
* Government of Balochistan (Education, Health, Youth Affairs)
* Provincial and National Disaster Management Authorities
* Turkish Red Crescent Society

1. **Audit report for the last 2 years**
2. Last two years audit reports of 2011 and 2012 is attached herewith
3. **Resource Plan**
4. **Proposal (Approach, Methodology, Timing and Outputs)**

**Approach:**

The proposed strategy to achieve the expected results during implementation phase is to maintain effective coordination system at provincial level and to formulize same type of regular coordination system at district level. The government culture and labour and manpower Department will be actively involved during the course of project implementation and regular technical support will be provided to district and provincial officials, at field level to ensure the standard implementation of project interventions.

The key strategies to be followed for project implementation include community (elder, scholar, youth and parents) involvement/participation at all stages of the project, ensuring the lead/ownership of culture and labour and manpower department, and coordination with other partners.

The training and enterprise development activities under this project would include the following and will be focused in communities/areas of district Pishin.

**Proposed Project Locations:** UCs Bazar Kona, Batezai, Pishin and Khanozai

**Methodology** **& Project Activities:**

Major activities to be carried out in this project are as follow;

* 1. **Hiring Project Staff:-**

YIAB would hire a Project Manager who would be overall responsible for the project activities, 2 skill trainers to impart trainings, 1 M&E officer for monitoring of project activities at field level, 1 Enterprise development officer to form and link entrepreneur groups with markets and MFIs and 1 Finance Officer to lead the financial matters and reporting of the project activities. All the vacant position will advertise through newspaper and organize test and interview process. YIAB assure that all the staff hired for the project should have the pre-requisite working experience and capacity, along with the familiarity with the ethics, language, culture and the demography of target area. After completion of hiring process YIAB organize 2 days training session on organization rules and regulation, objectives and sharing of implementation work plan of the project with all employees.

* 1. **Baseline Survey: -**

The first task is to conduct baseline survey to collect relevant baseline information and identify the feasible and potential wool products and registration of beneficiaries 120 men and women to impart wool and enterprise development trainings.

* 1. **Establishment of Training & Enterprise Development Centers: -**

The second task of the project is establishment of 2 training & enterprise development center. 2 TEDCs would be established in Pishin and Khanozai. After establishment of TEDCs, YIAB will sign MoUs with Department of culture for support and monitoring purpose.

* 1. **Procurement of Items for Trainings: -**
* Advertisement in the newspaper as well as on the website of Public Procurement Regulatory Authority (PPRA);
* Examination of quotation received by a 07-member Procurement Committee comprising of: two members from the Organization’s Governing Body, Executive Director, Manager Finance, Manager Human Resource, Treasurer and Coordinator of the concerned area;
* Making decision on the basis of relevant past experience and quoted prices.

The following items will procure for trainings of trainees;

|  |  |  |
| --- | --- | --- |
| S# | Item | Quantity |
| 1 | Wool Training Tool Kits | 240 Pieces |
| 2 | White Boards | 4 Pieces |
| 3 | Sign Boards | 2 Pieces |
| 4 | Printing and Development of Enterprise Development Manuals | 120 Pieces |

* 1. **Selection of beneficiaries: -**

After establishment of TEDCs, YIAB management will design registration format for selection of beneficiaries with consultation of GLOBAL GIVING staff. After finalization, YIAB will start selection and registration of marginalized and poor beneficiaries on prescribed format and select 120 male and female poor and marginalized beneficiaries for further wool and enterprise development trainings.

* 1. **Resource Material Development, Trainings on Products and Enterprise Development:** -
		1. **Trainings on Wool Products Making:**

YIAB team will register and enroll 240 beneficiaries Youth ’ male and female (120+120) to impart wool trainings on different products like making swatters, socks, children frocks, bad sheets and pillows. The training duration is 2.5 months. For these trainings we will adapt trade testing board Balochistan syllabus and use developed training materials to impart trainings. The trainings will cover theory and practical both sides which will be imparted through trained and experienced skill trainers. Each training class will consists of 30 students and every day 2 classes will be planned for each trade at morning and evening basis. The beneficiaries will be trained batch wise and daily morning and evening classes will be arranged.

The details of training plan are as follow;

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S# | Trade | Course Duration | No of Trainees | Batches |
| 1 | Trainings on Wool Products Making | 2.5 Months | 240 | 2 |
|  | Total | Participants 240 |

* + 1. **Trainings on Enterprise Development:**

Under this the organization plans on carrying out a holistic, comprehensive and coherent training program for:

* 120 men and women beneficiaries.

For beneficiaries the following trainings will be offered:

|  |  |
| --- | --- |
| Topics of Training  | Duration  |
| Wool Value Chain Development | 02 Days |
| Entrepreneurship Concept  | 02 Day |
| Product Diversification  | 01 Day |
| Networking and Marketing of Products | 01 Day |
| Quality Assurance  | 01 Days |

Arranged separately for male and female artisans, a total of 04 non residential one week training workshops will be required for building capacity of all 240 artisans in the targeted area. Whereas, for both development of training modules as well as hiring of resource persons for imparting training, the organization plans on approaching professional training institutes like ECI Private Limited Pakistan.

It is to be noted that the training modules once developed, will be shared with the concerned GLOBAL GIVING Officials, and implemented upon their endorsement. At the completion of trainings certificates bearing the logo of GLOBAL GIVING, Govt. and YIAB will also be given to all artisans.

* 1. **Formation of Entrepreneur Groups and link them with markets:-**

YIAB team would form 08 entrepreneur groups each group consists of 15 trained beneficiaries/artisans the group will elect their president and secretary through independent process of voting after selection of president and secretary all groups will sign TORs. After formation of groups’ enterprise development officer call all groups presidents and secretaries with their groups prepared products and visit markets at Pishin and Quetta. The presidents and secretaries of will introduce to different shops and shopping centers and link them directly with markets for selling of their products directly on handsome amount.

* 1. **Building linkages of Women Entrepreneurs with micro-financing institutions:-**

After training is completed the trainees shall be engaged in small-scale business. To do this they will be linked with micro finance institutions like Khushhali Bank, First Micro Finance Bank and BRAC to give loans for starting their small scale businesses in smooth manner for increment of their income.

* 1. **Community Mobilization Meetings: -**

12 Formal and informal meetings will be held with the communities in the target areas. Project Coordinator with the help of social mobilizer, vocational teachers will conduct these meetings. The main purpose of the meetings is to motivate communities for women and girl vocational training.

* 1. **Exhibition: -**

YIAB will organize exhibition at district level to promote materials developed by trainees. In this exhibition, YIAB will invite market committees, civil society organizations representatives, government department’s officials, CBOs, media, general public and members of provincial and national assemblies and minister labour and manpower department as chief guest.

1. **Project Management and Monitoring:-**
	1. **Project Management:**

Executive Director will oversee this project in conjunction with overall sections of organization. A Manager will be responsible for overall project management including administration, programming, reporting, and financial monitoring and accountability. Monitoring and Evaluation officer will be recruited to ensure project outputs are met according to the implementation schedule. Project staff will actively partner with relevant government departments, UN agencies, and NGOs in delivering project outputs. Financial management will be overseen from the National Program Coordination Office Islamabad, and all accounting will be in accordance with the YIAB Finance Manual.

In addition, to manage the project, YIAB will recruit 02 skill trainers/instructors who will have vast experience in managing the community based skills development related projects, 1 finance officer, 1 M&E officer and 1 enterprise development officer.

* 1. **Monitoring and Evaluation:**

Activities and outputs will be monitored as part of the regular project cycle management and will be carried out by the project Manager for this project on monthly basis and by M&E Officer on weekly basis. Record keeping systems will be put in place to ensure that all information is documented and dealt with confidentially. A child rights policy is in place and will be followed to ensure that the needs of the children are maintained and they are not put at risk through participation in the project.

The progress and success of the project will be constantly reflected and assessed by the YIAB staff involved. The progress of the project will be assessed against the indicators and results provided in the program document. The project will have a mid-term internal evaluation and an external evaluation to ensure that best practice is sought.

* 1. **Project Reporting:**

YIAB will use its own format and donors provided formats for progress report and share the same with GLOBAL GIVING. Monitoring activities to be carried out by YIAB would include continuous regular monitoring of activities agreed under the project utilizing YIAB internal monitoring mechanism and issues highlighted and addressed with progress made would be reviewed in the regular monthly reviews internal to organization and with key stakeholders. Monitoring would be based on monitoring indicators agreed in this proposal. Programmatic monitoring is primary responsibility of the GLOBAL GIVING concerned Official.

Following reporting would be produced for the project:

* Weekly Reports and Strips
* Monthly & Quarterly Progress Report by YIAB
* Project Completion Narrative Report

**Timing:**

The duration of the proposed project is 04 months from 1st September to 31st December, 2013. Please see the implementation below;

|  |  |  |
| --- | --- | --- |
| **Planned Activities** | **Four Months** | **Deliverables** |
| **September, 2013** | **October, 2013** | **November, 2013** | **December, 2013** |
| **1W** | **2W** | **3W** | **4W** | **1W** | **2W** | **3W** | **4W** | **1W** | **2W** | **3W** | **4W** | **1W** | **2W** | **3W** | **4W** |
| Hiring of Staff and Training |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |  | **Contracts, Test interviews files**  |
| Baseline Survey |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |  | **Survey Report** |
| Establishment of Training & Enterprise Development Centers |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   | **Rent agreements** |
| Procurement of Items for Trainings |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   | **Advertisements and receipts, vouchers** |
| Selection of beneficiaries  |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   | **Registration forms and attendance record** |
| Trainings on Wool Products Making |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   | **Products, pictures, attendance record** |
| Trainings on Enterprise Development |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   | **Attendance Sheets, Pictures and Reports** |
| Formation of Entrepreneur Groups and link them with markets |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   | **Signed TORs, Minutes, Pictures** |
| Building linkages of Women Entrepreneurs with micro-financing institutions |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   | **Pictures and reports** |
| Community Mobilization Meetings |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   | **Minutes attendance and pictures** |
| Exhibitions |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   | **Pictures and Reports** |
| Weekly and Monthly Progress reports |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   | **Reports** |
| Daily Monitoring |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   | **Monitoring reports** |
| Evaluation  |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   | **Evaluation Reports** |

**Expected Outputs:**

1. 240 Youth (men and women) trained and engaged in making of demanded wool products.
2. 08 entrepreneurs groups formed and trained on enterprise development model.
3. 08 entrepreneurs groups of trained artisan linked with markets and established their networks.
4. 2 training and Enterprise Development Centers as a resource for micro and small-scale men and women artisans for networking and market linkages established.
5. 12 community mobilization meetings conducted and ensured participation
6. Resource material, Promotional material (promotional catalogue of trained artisans) developed and disseminated.
7. Exhibition on the products of the trained artisans organized and linked with markets
8. 08 formed groups of trained artisan linked with micro finance institutions for loaning.

**Sustainability:**

The sustainability of this project can be guaranteed because of three reasons. First this Project involves the participation of different stakeholders especially the community and government departments like department of culture. These will handle and monitor the project after the phasing out of the project.

Second, the project beneficiaries/farmers will take trainings on products making, enterprise development and market linkages will add valued to wool chain and the level of income increased and also creating forward and backward economic linkages in the area.

Thirdly as per YIAB concept the formed groups of artisans will link with micro finance institutions for loaning for their business startup and will have their own income or job from the credit provided to them as they were engaged in business of their interest. When they pay back the loan to MFIs they will continue their own venture with their own money. By doing so they can support themselves in the long run, phasing out will take place through individuals. Who didn’t have the chance before will be the beneficiaries. Through the above mentioned three reasons the project will sustain after phasing out and also impact on the economic conditions of beneficiaries and area.

1. **Proposed Personnel**

**Details of the Proposed Team for Project Implementation**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S. No.** | **Name** | **Proposed Position** | **Qualification** | **Total Working Experience**  | **Responsibilities** |
| 1 | Agha Mohsin Ali | Project Manager | M.A Social Work | 10 Years | Project implementation, management of staff, planning, representation, reporting and financial management |
| 2 | Asif Khurram | Finance Officer | MBA Finance | 04 Years | Finance and administration reporting, procurement, financial management of the project. |
| 3 | Mr. Ismail Jalalzai | M&E Officer | MA English  | 07 Years | Monitoring of project activities, preparation of monitoring reports and submission, field monitoring trips to project sites locations on daily basis, data collection and analysis. |
| 4 | Ms. Jan Gul | Enterprise Development Officer | MA Sociology | 05 Years | Formation of groups, community meetings, organize trainings events, reporting and planning |
| 5 | Ms. Sajida | Wool Product Trainer | B.A, Diploma in Wool Products | 10 | Impart training to trainees on different wool products, follow syllabus, and ensure attendance of beneficiaries, reporting of project activities, conduct meetings with communities. |
| 6 | Mr. Hafeez Alam | Wool Product Trainer | M. A, Diploma in Wool Products  | 08 | Impart training to trainees on different wool products, follow syllabus, and ensure attendance of beneficiaries, reporting of project activities, conduct meetings with communities. |
| 7 | ECI Private Limited | Consultancy for enterprise development trainings |  |  | Hiring of firm to conduct enterprise development trainings and materials development, reporting of trainings  |