

Terms of Reference (ToR) for Nano Enterprise Financing Fund (NEFF) consultant in SPMU

I. Introduction

Vazhndhu Kattuvom Project (VKP) is an innovative World Bank assisted Project that aims at rural transformation through strategies that look beyond poverty alleviation by building sustainability and prosperity of rural communities through rural enterprise promotion, access to finance and employment opportunities in the selected blocks of Tamil Nadu. VKP is implemented in 120 blocks covering 3,994 village panchayats spread across 31 districts of Tamil Nadu.

In the project sub-component, Enterprise Business Plan Financing is working to Facilitate business plan financing, Innovation Promotion and Nano Enterprise Financing. The Nano Enterprises Financing Fund (NEFF) is being implemented in 1000 village panchayats, for the rural women SHG members to establish new enterprises and to expand their existing enterprises. The Covid Assistance Package (CAP) as loan was provided to Village Poverty Reduction Committee and Panchayat Level Federations, this is being repaid and converted as NEFF which will support the rural enterprises. This major scope of work for consultant (NEFF) are the following:-

- 1.** Support the districts in supervising, strengthening, monitoring & mentor SHG & PLF's in creating enterprise development plans. This involves closer coordination with all the stakeholders.
- 2.** Establish mechanisms that offer enterprise development support services to PLF supported by Enterprise Community Professionals, to assist the women-led enterprises in starting, managing, and running their businesses successfully.
- 3.** Strengthen the capacities of PLF members and office bearers to engage with individual SHG members in enterprise promotion.

II. Implementation Arrangement

The component Enterprise Business Plan Financing in State Project Management Unit (SPMU) is led by Associate Chief Operating Officer (ACOO), Deputy Chief Operating Officer and Young Professionals guided by the Chief Executive Officer and Chief Operating Officer. The Project team both at district level and block level implements project activities of promoting both individual and growth enterprises. The NEEF consultant will be part of the SPMU to support in Lending, PLF governance, capacity building, repayment and data capture using IT platform.

III. Need for Consultant

The loans under Covid Assistance Package (CAP) to which were provide to households is currently being repaid to PLFs and this will be used as Nano Enterprise Fund which will support rural women entrepreneurs to establish new enterprises or to develop their existing enterprises. To anchor NEEF in SPMU, The VKP project is looking for a consultant with relevant experience of working with Women Collectives SHG, VO, PLF who have experience in TNPVP, TNSRLM, NRLP and expertise in managing enterprises. The consultant would be responsible for providing strategic handholding support between SPMU, District and block team and create systems to ensure NEEF policies and adherence to the procedures by PLFs and its members.

IV. Educational Qualification & Experience Required

- Bachelor's/ Master's Degree preferably in Rural Development, Social Work, Agriculture or relevant degree.
- 7+ years' experience in leading and managing inclusive growth/livelihood/financial inclusion programs for SHG groups/members
- Experience of working with SHGs, PLFs and communities in Livelihood promotion and institutional development in Tamil Nadu/India.
- Should have prior experience working with SHGs, PLFs in

strengthening and capacity building activities

- Experience of working with Microfinance/Fin-tech is preferred

V. Period:

Six months (May 2023- Oct 2023) extendable to another 1 year depending on the need and performance.

VI. Following are some of the tasks envisioned for the empanelled consultants.

- Facilitation of state/district/block specific operational strategies and planning process in NEFF. This includes understanding the different components of NEFF, such as the funding mechanisms, criteria for selecting proposals, and the overall goals and objectives of NEFF.
- Support in data capture in IT platform on loan appraisal, disbursement, and tracking repayment
- To conduct research on the different programs and initiatives related to NEFF, as well as analyzing data and information to identify trends, opportunities, and gaps in existing programs.
- To ensure that all of PLF's data is collected, reported, and presented in reports and dashboards, and to facilitate audits to ensure the accuracy and completeness of the data.
- Provide training to Dist/ Block/ ECP & PLF members on NEFF implementation
- To ensure that systems are in place to promote and enforce adherence to high standards of integrity among all PLF members when managing NEFF funds. Training should be provided to ensure that everyone understands the importance of adhering to these processes.
- To ensure that PLF members are equipped to manage funds with integrity, it is important to provide training and support.
- To ensure robust monitoring and oversight systems in place. This includes regular audits of financial statements and processes, and the establishment of an internal audit function.

- Prepare Communication materials, design transparency in entire NEFF implementation process.
- Document the best practices and success stories of NEFF
- Prepare and submit monthly, Quarterly, half-yearly and annual reports on NEFF implementation
- To track NEFF implementation across state, identify gaps, suggest solutions and ensure smooth implementation of NEFF