1. Project Background

2. Objective, Methodology and Specific Activities of the Stock-taking

The overall objective of the stock-taking will be to benefit from other experiences and initiatives supporting women entrepreneurship in Tanzania, in order to learn from best practices and take advantage of existing training material. The stock-taking exercise will: (i) identify the most common BDS packages offered in Tanzania; particularly in the project area (Dar es Salaam and Kibaha); (ii) assess the quality of existing BDS; (iii) understand which kind of training is appreciated or most demanded by women entrepreneurs as well as identify the least successful/least appreciated elements in similar initiatives undertaken in the area; and, (iv) help validate the amount of the nominal commitment fee that the VBI clients will have to pay for the training. The stock-taking report will provide key inputs for the fine-tuning of the TVBI service package, in particular for the development of trainings materials.

The methodology that will be used in the stock-taking report will be a qualitative assessment consisting of interviews with local and international organizations that offer BDS training in the project area. The specific activities that will be carried include the following:

a. Map out programs supporting women entrepreneurship that are being carried out in the VBI project area and/or in Tanzania (outside the VBI project area), and supported by:
   - International organizations such as UNIDO or ILO;
   - Public organizations (with local, regional or national jurisdiction);
   - Micro-finance institutions;
   - Private organizations, especially training organizations; and,
   - NGOs

b. Identify which services are offered to enterprises, and in particular to women enterprises; services can include the following:
   - Business training;
   - Business coaching;
   - Technical training;
   - Market development services;
   - Product development services;
   - Mentoring;
   - Technical assistance for the development of business plans;
   - Creation of business networks;
   - Micro-financing or specific financial tools;
   - Legal services; and,
   - Premises.

c. Assess the quality of existing services within the project area by collecting the following information for each service:
   - General information: Title and description of the service, area where program is implemented, identification of how the program supports women entrepreneurs (e.g. specific program for women groups), total cost of the program and source of funds, management of the program and modalities of implementation, number and background of trainers, duration of the program, size of the group training classes, frequency of visits/supervision by trainers.
(if applicable), drop-out rates, link with micro-finance or credit schemes, and total cost for users.

- **Information on users/clients:** Number of actual and potential users (including disaggregated by specific service if program has different training modules), type of business activity and sectors, and average years in existence of user enterprises

d. Identify and collect existing training materials.

## 3. Time frame and Deliverables

The stock-taking exercise will be done between December 1, 2009 and February 28, 2010. The deliverables will include: (i) a questionnaire that will guide the interviews with the organizations that have programs supporting women entrepreneurship; (ii) a draft stock-taking report that will be reviewed and validated by the program staff; and, (iii) final stock-taking report.