

Development of KM Product on the Happy Fish Kids in Davao Oriental

Terms of Reference

Background

The Australia Awards and Alumni Engagement Program (AAAEP) manages Australia Awards Scholarships in the Philippines on behalf of the Australia Government. Australia Awards are the Australian Government's prestigious scholarship program to the next generation of Filipino development leaders. It provides high-achieving Filipino development leaders with the opportunity to pursue postgraduate studies in Australia's world-class academic institutions and contribute to Philippine development through their re-entry action plans (REAPs). Since the 1950s, the program has sent over 3,500 Filipinos to study in Australia and make a difference in the Philippines. Australia Awards is committed to gender equality and inclusivity, and these are key principles that the program promotes.

Objectives

The main objective of the engagement is to produce a knowledge management (KM) product on the Happy Fish Kids program of Australia Awards alumnus Dr Roy Ponce. The KM product aims to show the program's design and how the initiative grew and evolved after over ten years of providing after-school care program to the children in the fishing village in Mati, Davao Oriental. It also aims to highlight guidelines in replicating the program's design and framework.

Scope of Services

The service provider's responsibilities and tasks are the following:

1. Conduct desk research on the topic and content
2. Develop reader-friendly manuscript based on the documentation of Happy Fish Kids Summit in Davao Oriental that includes program design and guidelines in replicating the framework
3. Develop user-friendly design and layout of the KM product*
4. Attend project meetings with the AAAEP-P team

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Service Provider Requirements

1. Demonstrated experience in writing manuscripts and content for various publications
2. Demonstrated experience in graphic design and layout for various formats including posters, flyers, brochure, booklet, infographics, and event collaterals.
3. Excellent interpersonal and facilitation skills, including the ability to effectively work with and support a wide range of stakeholders in multicultural settings

Deliverables and Indicative Timeline

Output	Timeline
Draft manuscript	8 November 2019
Draft design study of the KM product	8 November 2019
First draft of KM product	22 November 2019

Output	Timeline
Final draft of KM product	29 November 2019

Submission of Proposal

Interested applicants should submit sample work together with their proposal.