



PROJECT NOTIFICATION

Ref. No. 20-AG-03-GE-TRC-B-PN2000005-011

PN Issue Date	3 March 2020
PN Revision 1 Issue Date	7 May 2020
PN Revision 2 Issue Date	17 August 2020
Project Code	20-AG-03-GE-TRC-B
Title	Training of Trainers on Village Tourism Development
Timing and Duration	6-8 October 2020 (three days)
Venue	Virtual Session
Implementing Organization(s)	Ministry of Manpower (NPO Indonesia) Ministry of Village, Development of Disadvantaged Region and, Transmigration, Indonesia, and the APO Secretariat
Target Country(ies)	Bangladesh, Cambodia, Republic of China, Fiji, India, Islamic Republic of Iran, Japan, Republic of Korea, Lao PDR, Malaysia, Mongolia, Nepal, Pakistan, Philippines, Sri Lanka, Thailand, Turkey, and Vietnam
Maximum Number of Overseas Participants	19
Maximum Number of Local Participants	12
Closing Date for Nominations	18 September 2020

Change History of Project Notification: 20-AG-03-GE-TRC-B

Revision	Date of Issue	Clause	Modifications
Revision 1	7 May 2020	Timing and Duration	Timing has been changed to 5-8 October 2020 (four days) from 20-24 July 2020 (five days).
		Maximum Number of overseas participants	19 instead of 18 (including Turkey)
		Closing Date for Nominations	Closing date for nominations has been changed to 10 Aug. 2020 from 22 May 2020
		3. Scope and Methodology	Program Schedule is revised in accordance with revised project timing.

		7. Actions by Member Countries	Item d. is updated. Necessary documents such as biodata forms and Medical and Insurance Declaration/Certification Form should be submitted through DMS Fleekdrive.
Revision 2	17 August 2020	Timing and Duration	Timing is changed from 5-8 October 2020 to 6-8 October 2020. Duration is changed from four days to three days.
		Venue	The meeting venue is modified from Yogyakarta, Indonesia, to Virtual Session.
		Implementing Organization(s)	Implementing Organization is changed from Ministry of Manpower (NPO Indonesia) and Ministry of Village, Development of Disadvantaged Region and Transmigration, Indonesia to Ministry of Manpower (NPO Indonesia), Ministry of Village, Development of Disadvantage Region, and Transmigration, Indonesia and the APO Secretariat.
		Maximum Number of Local Participants	Maximum Number of Local Participants are changed from 6 to 12.
		Closing Date for Nominations	Closing date for nominations is changed from 10 August 2020 to 18 September 2020
		Modality of Implementation	Modality of Implementation is added.
		Scope and Methodology	Program Schedule and Activities are revised in accordance with the revised project timing.
		Qualifications of Candidates	Health requirement is deleted.
		Requirements	5. Requirements are updated.
		Financial Arrangements	6-1., 6-2., and 6-3 are deleted. 6-4 is updated.
		Actions by Member Countries	Items d.ii, i., j., and l. are deleted.
		Actions by the APO Secretariat	Item a. is updated: Under normal circumstances, the selected candidates will be informed of their acceptance two weeks instead of four weeks, prior to the start of the project.
			9. Project Preparation, 10. Postproject Actions, and 12. Guide for Participants are deleted.

1. Objectives

The primary objective of this project is to train trainers who can lead the development of village tourism as an economically sustainable method to strengthen agriculture and other potential income-generating activities through innovative approaches. Therefore, this project is planned:

- a. To study innovative approaches to increase economic activity through village tourism;
- b. To share successful models and smart practices in improving productivity through village tourism;
- c. To train trainers in applications of innovative strategies and approaches to develop strategic action plans for village tourism management;
- d. To assist trainers in using tools to identify potential resources that can be developed into community-based village tourism activities; and
- e. To contribute to meeting the UN Sustainable Development Goals by strengthening rural communities.

2. Background

The nature of village tourism differs in many aspects from urban and nature tourism in general. On one hand, village tourism can be defined as all leisure activities of visitors to rural areas. On the other hand, it often refers to very specific categories or forms of tourism. In general terms, village tourism occurs in rural areas with low population densities where land use is mainly dominated by farming, forestry, and fishery, with access to natural landscapes and sites of cultural and historical interest.

Tourism is one of the world's largest industries. Village tourism can make significant contributions to rural and regional economies by creating job opportunities and encouraging entrepreneurship. Thus, especially in rural regions undergoing economic restructuring with the declining role of agriculture, many hopes are pinned on tourism to boost economic development and incomes by utilizing available natural resources.

For the successful development of economically viable tourism, attractive, competitive destinations must offer a variety of products and services adaptable to constant changes in market demand. Natural landscapes, a unique cultural history, and visitor-friendly services are important factors in successful rural tourism development.

This training course will enhance participants' understanding of current strategies and policies to develop village tourism for the sustainable socioeconomic development of rural communities.

3. Modality of Implementation

This project will be conducted online using videoconference applications. The participants and resource speakers will virtually attend the workshop using their own devices, applications, and Internet connections. The duration of each day's session is up to three hours. The APO Secretariat will inform the participants of the program, applicable videoconference application, and link to the virtual sessions. **The videoconference link will be provided exclusively to participants selected for this workshop and should not be shared.**

4. Scope and Methodology

The course will consist of presentations by resource persons, sharing of country experiences by participants, and individual/group exercises to learn the recent best practices in village tourism under COVID-19, a framework to develop and lead innovative and sustainable village tourism.

The tentative program of this workshop is given below:

Date/Time	Activity
Tuesday, 6 October 13:00-16:00 JST	<ul style="list-style-type: none"> - Keynote presentations: Village tourism under New Normal-Challenges and Opportunities - Session 1: Village Tourism as Rural development (presentation and discussion) <p>Community-driven development (CDD) and Village-driven development (VDD) as an implementation strategy for village tourism.</p>
Wednesday, 7 October 13:00-16:00 JST	<ul style="list-style-type: none"> - Session 2: Case studies: Village tourism past and now (Japan, Indonesia, and Korea) - Session 3: Innovative and sustainable Village tourism (presentation and discussion) <p>Innovative business model under new normal</p>
Thursday, 8 October 13:00-16:00 JST	<ul style="list-style-type: none"> - Session 4: Case studies: Village tourism past and now (2-3 cases) - Session 5: Group discussion/presentation/Action plan

JST: Japan Standard Time

5. Qualifications of Candidates

The participants are expected to possess the following qualifications:

Present Position	Government officials, academics, consultants, and business leaders involved in rural development, particularly in village/rural tourism.
Experience	At least two years of experience in the position described above.
Education	University degree or equivalent qualification from a recognized university/institution.
Language	All proceedings of the project are conducted in English, and participants are frequently required to make oral and written presentations. They must therefore be proficient in spoken and written English. Those who are not proficient in English will not be accepted.
Age	Candidates who fit the above profile are typically between 30 and 50 years of age.
Attendance	Participants are required to attend the entire program.

6. Requirements

The participants are required to be equipped with devices (including computers, web cameras, microphones, and speakers/headphones) and have access to Internet connections suitable for videoconferencing. Stable wired LAN connections are preferred.

The participants will follow the instructions of the moderators/presenters for asking questions, joining discussions, and answering questions.

7. Financial Arrangements

The following table shows the cost-sharing arrangements between the APO, host country, and participants or participating countries.

Cost item	Cost to be met by		
	Participants or participating countries	Host country	APO
Assignment costs of international resource persons	No	No	Yes
Assignment costs of local resource persons	No	Yes	No
Notes (special conditions): The host country may arrange a virtual site visit(s) through live or recorded video. However, all costs for the visit(s) will be covered by the host country.			

8. Actions by Member Countries

- a. Each participating country is requested to nominate three or more candidates in the order of preference. Please ensure that candidates nominated meet the qualifications specified under section Qualifications of Candidates above.
- b. No form of self-nomination will be accepted. All nominations must be endorsed and submitted by an APO Director, Alternative Director, Liaison Officer, or their designated officer.
- c. Please note that nomination of a candidate does not necessarily guarantee that he/she will be selected. Selection is at the discretion of the selection committee of the APO Secretariat. A basic criterion for selection is the homogeneity of the participants in terms of qualifications and work experience. Nonselection therefore does not mean that the candidates concerned are not competent enough. Sometimes candidates are not selected because they are overqualified for a project.
- d. Each nomination should be accompanied by the necessary documents. A nomination lacking any of these documents may not be considered.
 - i. The Biodata Form should be entered in the Document Management System (DMS)/Fleekdrive. The form can be downloaded from the APO website (www.apo-tokyo.org). The Biodata Form (Ver. 1.1) in the Excel (xlsx) format should be uploaded to the specific project folder in nominees' member country folders in DMS/Fleekdrive.
- e. Necessary documents are to be submitted electronically. In that case, there is no need to send a hard copy by postal mail. However, if the documents are submitted by fax, member countries are requested to mail the originals of the documents to the APO Secretariat as well. If a digital photograph of a nominee is not attached to the electronic biodata form, a hard-copy photograph should be sent to the APO Secretariat by postal mail. Please give the candidate's name and the project code on the reverse side of the photograph.
- f. Member countries are requested to adhere to the nomination deadline given on page 1. The APO Secretariat may not consider late nominations as they have in the past resulted in considerable difficulties to the implementing organization in its preparatory work for the project.
- g. For member countries where nominations are required to be approved by higher government authorities and require a longer time, APO Liaison Officers/NPOs are urged to send the names of nominees on or before the deadline, indicating that government approval will follow.

- h. If a selected participant becomes unable to attend, he/she should inform the APO Liaison Officer/NPO in his/her country immediately and give the reason for withdrawal. The NPO concerned is requested to transmit that information to the APO Secretariat and the host country promptly.
- i. NPOs should inform participants that they must attend the entire program of the project.

9. Actions by the APO Secretariat

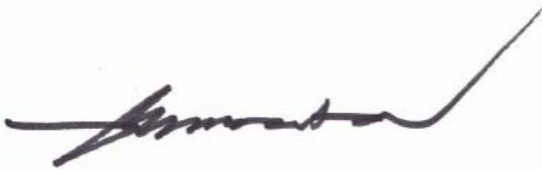
- a. Under normal circumstances, candidates who are selected will be informed of their acceptance at least two weeks prior to the start of the project.
- b. If some candidates fail to qualify or be unable to participate after selection, or if some member countries fail to nominate any candidate, their slots may be filled by alternates from the same or another member country on a merit basis.

10. Evaluation of Participants

If the conduct/attendance/performance of a participant is not satisfactory, these will be reported to the APO director concerned.

11. Dress Code

Participants are required to wear business attire during the project. Other instructions will be provided in the circular for participants.



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Secretary-General