**Withheld Incentive Payment – Job Skills**

Of the retained amount of USD $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_ will be paid an amount equal to the percentage of girls entering the program who satisfy the criteria below, multiplied by a factor of 1.82 (derived from a full success rate of 55% employment for full reimbursement – see Table 1) multiplied by the amount retained:

1. successfully complete the training (minimum requirement is at least 75% attendance for training);
2. have been employed as wage workers (for a minimum of 20 hours per week) for at least three months at a point six months after completing the classroom training, subject to verification by the Ministry of Gender & Development;
3. or have an ongoing business and keep regular account books for at least three months at a point six months after completing the classroom training, subject to verification by the Ministry of Gender & Development.

**Please note:** Internships / apprenticeships will be included in the above indicators (ii and iii) at the end of the project provided the following minimum criteria are met. First, the intern should be reimbursed at a level which ensures that she does not need to incur out-of-pocket expenses as a result of her participation in the internship (such as transportation to and from the location of the internship). Second, the internships should last for a period of at least four (4) months. Finally, the proportion of internships / apprenticeships should not exceed 20% of the total placements arranged by the Service Provider. This does not prohibit more girls from being placed in internships or other internship arrangements from being arranged. Rather, it clarifies the internship criteria necessary to meet the Withheld Incentive Payment requirements. If there are more than 20% of the girls meeting these criteria, those trainees above the 20% threshold will count for half of a full point (0.5) (one full point being the maximum possible score for one trainee).

**Please note:** Group / cooperative microenterprises are included in the above indicator (iii), in addition to sole proprietor businesses. Girls must be *actively* participating in the group / cooperative business (e.g. doing the record-keeping) in order to be considered as a key part of the business operations.

**Please note:** Trainees who do not meet the 75% attendance indicator during the classroom phase should be placed according to the Consultant’s discretion. Placement of these girls will be counted as half of a full point (0.5) according to the above indicators (one full point being the maximum possible score for one trainee). For example, if twenty girls fall in this category (completing the training with less than 75% attendance) and they are all placed; they will be counted, in effect, as 10 girls.

**Please note:** Trainees partaking in contractual work (i.e. not regularly salaried jobs), must accumulate 240 work-hours over the six-month period of Phase Three in order to satisfy the minimum requirement.

**Please note:** In reference to the above indicators (ii and iii), girls who are placed for less than the three month period stipulated—and the placement is *ongoing* through the end of February 2011 (i.e. the girls’ services were not terminated by her employer or otherwise abandoned prematurely)—will be counted as less than a full point. Girls placed in December 2010 will be counted as three-fourths of a full point (0.75). Those placed in January 2011 will be counted as half of a full point (0.5). Girls placed in February 2011 will be counted as one quarter of a full point (0.25). (One full point being the maximum possible score for one trainee.)

**Please note:** The verification of placed trainees will be a transparent process, involving the participation of the service providers. The Ministry plans to use a sample of trainees in its verification exercises. In other words, it will not verify ALL placements, but rather a sampling of placements and extrapolate from there. As such, each service provider will have to first carefully verify its own placement data before submitting to MoGD.

**Table 1. WIP Payment Scale for Job Skills Training**

| Share of enrolled girls employed (%)(A) | Fraction of the Retained Amount to be Paid(B)=(A)\*1.82 |
| --- | --- |
| 0 % | 0 % |
| 1 | 2 |
| 2 | 4 |
| 3 | 5 |
| 4 | 7 |
| 5 | 9 |
| 6 | 11 |
| 7 | 13 |
| 8 | 15 |
| 9 | 16 |
| 10 | 18 |
| 11 | 20 |
| 12 | 22 |
| 13 | 24 |
| 14 | 25 |
| 15 | 27 |
| 16 | 29 |
| 17 | 31 |
| 18 | 33 |
| 19 | 35 |
| 20 | 36 |
| 21 | 38 |
| 22 | 40 |
| 23 | 42 |
| 24 | 44 |
| 25 | 45 |
| 26 | 47 |
| 27 | 49 |
| 28 | 51 |
| 29 | 53 |
| 30 | 55 |
| 31 | 56 |
| 32 | 58 |
| 33 | 60 |
| 34 | 62 |
| 35 | 64 |
| 36 | 65 |
| 37 | 67 |
| 38 | 69 |
| 39 | 71 |
| 40 | 73 |
| 41 | 75 |
| 42 | 76 |
| 43 | 78 |
| 44 | 80 |
| 45 | 82 |
| 46 | 84 |
| 47 | 85 |
| 48 | 87 |
| 49 | 89 |
| 50 | 91 |
| 51 | 93 |
| 52 | 95 |
| 53 | 96 |
| 54 | 98 |
| 55 % or more | 100 % |

**Withheld Incentive Payment – Business Development Skills**

Of the retained amount of USD $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_ will be paid an amount equal to the percentage of girls entering the program who satisfy the criteria below, multiplied by a factor of 1.18 (derived from a full success rate of 85% employment for full reimbursement – see Table 1) multiplied by the amount retained:

1. successfully complete the training (minimum requirement is at least 75% attendance for training);
2. have an ongoing business and keep regular account books for at least three months at a point six months after completing the classroom training, subject to verification by the Ministry of Gender & Development;
3. or be otherwise gainfully employed as wage workers (for a minimum of 20 hours per week) for at least three months at a point six months after completing the classroom training, subject to verification by the Ministry of Gender & Development.

**Please note:** Group / cooperative microenterprises are included in the above indicator (ii), in addition to sole proprietor businesses. Girls must be *actively* participating in the group / cooperative business (e.g. doing the record-keeping) in order to be considered as a key part of the business operations.

**Please note:** Internships / apprenticeships will be included in the above indicators (ii and iii) at the end of the project provided the following minimum criteria are met. First, the intern should be reimbursed at a level which ensures that she does not need to incur out-of-pocket expenses as a result of her participation in the internship (such as transportation to and from the location of the internship). Second, the internships should last for a period of at least four (4) months. Finally, the proportion of internships / apprenticeships should not exceed 20% of the total placements arranged by the Service Provider. This does not prohibit more girls from being placed in internships or other internship arrangements from being arranged. Rather, it clarifies the internship criteria necessary to meet the Withheld Incentive Payment requirements. If there are more than 20% of the girls meeting these criteria, those trainees above the 20% threshold will count for half of a full point (0.5) (one full point being the maximum possible score for one trainee).

**Please note:** Trainees who do not meet the 75% attendance indicator during the classroom phase should be placed according to the Consultant’s discretion. Placement of these girls will be counted as half of a full point (0.5) according to the above indicators (one full point being the maximum possible score for one trainee). For example, if twenty girls fall in this category (completing the training with less than 75% attendance) and they are all placed; they will be counted, in effect, as 10 girls.

**Please note:** Trainees partaking in contractual work (i.e. not regularly salaried jobs), must accumulate 240 work-hours over the six-month period of Phase Three in order to satisfy the minimum requirement.

**Please note:** In reference to the above indicators (ii and iii), girls who are placed for less than the three month period stipulated—and the placement is *ongoing* through the end of February 2011 (i.e. the girls’ services were not terminated by her employer or otherwise abandoned prematurely)—will be counted as less than a full point. Girls placed in December 2010 will be counted as three-fourths of a full point (0.75). Those placed in January 2011 will be counted as half of a full point (0.5). Girls placed in February 2011 will be counted as one quarter of a full point (0.25). (One full point being the maximum possible score for one trainee.)

**Please note:** The verification of placed trainees will be a transparent process, involving the participation of the service providers. The Ministry plans to use a sample of trainees in its verification exercises. In other words, it will not verify ALL placements, but rather a sampling of placements and extrapolate from there. As such, each service provider will have to first carefully verify its own placement data before submitting to MoGD.

**Table 1. WIP Payment Scale for Business Development Skills Training**

| WIP Payment Scale | WIP Payment Scale (cont.) |
| --- | --- |
| Share of enrolled girls employed (%)(A) | Fraction of the Retained Amount to be Paid(B)=(A)\*1.18 | Share of enrolled girls employed (%)(A) | Fraction of the Retained Amount to be Paid(B)=(A)\*1.18 |
| 0 % | 0% | 43 | 51 |
| 1 | 1 | 44 | 52 |
| 2 | 2 | 45 | 53 |
| 3 | 4 | 46 | 54 |
| 4 | 5 | 47 | 55 |
| 5 | 6 | 48 | 56 |
| 6 | 7 | 49 | 58 |
| 7 | 8 | 50 | 59 |
| 8 | 9 | 51 | 60 |
| 9 | 11 | 52 | 61 |
| 10 | 12 | 53 | 62 |
| 11 | 13 | 54 | 64 |
| 12 | 14 | 55 | 65 |
| 13 | 15 | 56 | 66 |
| 14 | 16 | 57 | 67 |
| 15 | 18 | 58 | 68 |
| 16 | 19 | 59 | 69 |
| 17 | 20 | 60 | 71 |
| 18 | 21 | 61 | 72 |
| 19 | 22 | 62 | 73 |
| 20 | 24 | 63 | 74 |
| 21 | 25 | 64 | 75 |
| 22 | 26 | 65 | 76 |
| 23 | 27 | 66 | 78 |
| 24 | 28 | 67 | 79 |
| 25 | 29 | 68 | 80 |
| 26 | 31 | 69 | 81 |
| 27 | 32 | 70 | 82 |
| 28 | 33 | 71 | 84 |
| 29 | 34 | 72 | 85 |
| 30 | 35 | 73 | 86 |
| 31 | 36 | 74 | 87 |
| 32 | 38 | 75 | 88 |
| 33 | 39 | 76 | 89 |
| 34 | 40 | 77 | 91 |
| 35 | 41 | 78 | 92 |
| 36 | 42 | 79 | 93 |
| 37 | 44 | 80 | 94 |
| 38 | 45 | 81 | 95 |
| 39 | 46 | 82 | 96 |
| 40 | 47 | 83 | 98 |
| 41 | 48 | 84 | 99 |
| 42 | 49 | 85% or more | 100% |