

## Training Design

### Financial Literacy Training of Trainers

#### 1. Rationale

The Government of Eswatini/Swaziland, through the Ministry of Finance (MOF) and the Center for Financial Inclusion (CFI) is currently implementing the Financial Inclusion and Cluster Development (FINCLUDE) Project, with funding from the International Fund for Agricultural Development (IFAD). The Project aims for the improvement in prosperity and resilience of poor and vulnerable Swazi smallholders and micro-entrepreneurs<sup>1</sup>. One of the key activities is to provide financial literacy training to these target groups.

The Project has commissioned ACCESS Advisory, an international consulting firm, to deliver a training of trainers (TOT) on financial literacy to the project management unit and partners. Due to the pandemic related travel restrictions, the training will be conducted online via Zoom.

The TOT aims to guide the participants in delivering financial education sessions. Financial education, as a value formation intervention, is expected to contribute significantly in improving the both the financial literacy and financial capability of the smallholders and micro-entrepreneurs and their families in the area of finances. The participants will be trained on adult learning concepts and effective facilitation, to ensure that the delivery of financial education sessions will have impact and lasting effect to the target groups. The experience of the IFAD-funded Regional Programme on Diaspora Investment, implemented by ACCESS Advisory from 2015-2018 in the Philippines and Nepal, demonstrated that the main challenges in delivering effective financial education training are the limited absorptive capacity of the training participants and the time available for training. However, absorptive capacity constraints can be overcome to a certain degree by using structured learning exercises (SLEs) as the main pedagogical tool within the context of experiential learning techniques as they employ the use of direct experience to promote rapid learning.

The training is divided into the following main modules:

- Module 1 – Adult Learning, Training and Effective Facilitation;
- Module 2 – Wealth Building Concepts, Principles and Practices (The “Why” of FL)
- Module 3 – Wealth Building Concepts, Principles and Practices (The “How” of FL)
- Module 4 – Overview of Digital Financial Services (DFS) for Wealth Building

#### 2. Goal and Objectives

*Learning Goal:* Trainees/participants are equipped with the appropriate training competency (knowledge, skills and attitude) in delivering financial literacy learning sessions to smallholders and microentrepreneurs.

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<sup>1</sup> IFAD FINCLUDE Final Project Design Report, 2018, pp 13.

*Learning Objectives:* By the end of the course, the trainees are expected to:

- Improve understanding and appreciation of adult learning, training and facilitation skills, particularly the use of experiential-based learning (EBL) approach in the delivery of financial education sessions;
- Have clear understanding and appreciation on the importance of financial literacy, education and capability to vulnerable and low-income families, smallholders and micro-entrepreneurs;
- Be equipped with the basic financial knowledge, skills and tools in wealth building.

### **3. Target Participants**

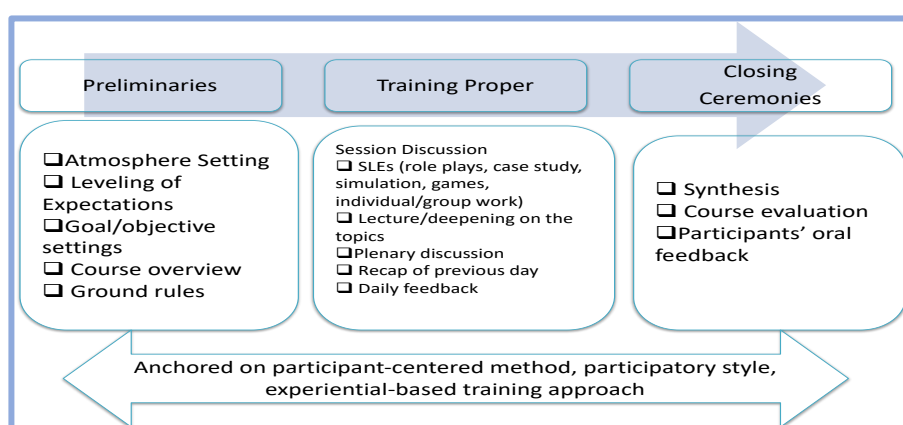
The TOT is intended for 25 participants from the Project's Management Unit and partner agencies/organizations.

### **4. Approach and Methodology**

The training workshop will be delivered based on the experiential learning methods, anchored on the principles of adult learning and conducted in a highly participatory and interactive manner, with the use of various structured learning exercises (SLEs), i.e. games, simulation exercises, role plays, etc., emphasizing on the following key areas:

- *Recognition of participants as autonomous and self-directed professionals.* The trainers will actively involve participants in the learning process and make sure to act as facilitators, guiding them to become analytical in order to enhance and deepen their own knowledge rather than supplying them purely with facts.
- *Goal-oriented.* The trainer together with the participants will discuss how the training will help participants attain the set learning goals at the start of the training.
- *Relevancy-oriented.* The learning will be based on actual life experiences and knowledge that may include work-related activities, responsibilities, and previous education, which will be applied to participants' work or other responsibilities. This means that theories and concepts will be related and integrated into practical applications in the development and financial inclusion environment context as participants enhance their skills in formulating financial strategic decisions.

### **5. Training Process Flow**



## 6. Program of Activities

Day	Module	Specific Topic/Session
	<b>Part 1: Preliminaries</b>	
Day 1, May 3, Mon	Opening Ceremony	<ul style="list-style-type: none"> <li>• Messages</li> <li>• Introduction of Participants</li> <li>• Objective Setting/Leveling of Expectations</li> <li>• Training ground rules</li> </ul>
	<b>Part 2: Training Proper</b>	
	<b>Module 1: Adult Learning, Training and Facilitation Skills</b>	Review on the Concepts of Learning Basics Communication Skills in Facilitation Trainer and Learner Styles
Day 2, May 4, Tue	<b>Module 1: Continuation</b>	Challenging Participants' Behaviors Experiential-based learning (EBL)
Day 3, May 5, Wed	<b>Module 2: Wealth Building Concepts, Principles, Practices and Applications (The "Why" of Financial Education)</b>	The 3 Key Aspects of Effective Financial Education <ul style="list-style-type: none"> <li>• Content, Process / Approach, Logistics</li> </ul> The Key Messages of Effective Financial Education <ul style="list-style-type: none"> <li>• The significant role of people's mindset</li> <li>• The essence of dreams and dreaming well</li> <li>• The relationship of health and wealth</li> <li>• The challenge of personal financial planning</li> </ul>
Day 4, May 6, Thu	<b>Module 3: Wealth Building Concepts, Principles, Practices and Applications (The "How" of Financial Education)</b>	The 7 Financial Skills for Successful Financial Journey and Wealth-Building <i>Part 1- Cash Flow Management Skills</i> <ul style="list-style-type: none"> <li>• Increasing and diversifying income</li> <li>• Controlling expenditures (budgeting)</li> <li>• Proper savings</li> <li>• Responsible borrowing</li> </ul>
Day 5, May 7 Fri	<b>Module 3: Continuation</b>	<i>Part 2 - Long-term Financial Planning Skills</i> <ul style="list-style-type: none"> <li>• Protecting assets</li> <li>• Retirement income planning</li> <li>• Useful and prudent investing</li> </ul>
	<b>Module 4: Digital Financial Services for Wealth Building</b>	Overview of Digital Financial Services

	<b>Part 3: Closing Ceremonies</b>	
	<ul style="list-style-type: none"> <li>• Synthesis</li> <li>• Oral feedback</li> <li>• Training Course Evaluation</li> </ul>	
<b>Daily Time Schedule: Eswatini Time 9:00 – 13:30 (4.5 hours), Break time: 11:00 -11:15 (15 minutes)</b>		

## 7. Trainers/Facilitators

**Lead** : Ms. Connie G. Hina, ACCESS Co-Founder & Chief Technical Director

**Co-trainer:** Mr. Abhaya Singh, Nepal Country Manager

**Co-trainer:** Mr. Sabin Nepal, Financial Inclusion Consultant – Nepal Office