

Terms of Reference

CIRDI Livelihoods and GBV Response Project

Location:	Wulu County, Western Lakes State, South Sudan
Duration:	2 weeks November / December 2017
Competency Required:	Livelihoods Experts
Reports to:	Executive Director

Background

Community Integrated Rural Development Initiative (CIRDI) is a National NGO registered by Relief and Rehabilitation Commission in the Republic of South Sudan. The mission of CIRDI is empowered rural communities by facilitating access to support services required for productive, sustainable and harmonious living for integrated rural development and improved livelihoods

CIRDI has secured funding from UN WOMEN to implement a project title **Support to WOMEN resilience, self-reliance and social cohesion among displaced populations and host communities Project in Wulu County, Western Lakes State**. We therefore intend to apply part of this funding for seeking services of a consultant to undertake a **part of baseline survey (design of survey instruments, design of data entry template, data analysis and reporting)**.

Purpose and Scope of the Baseline Survey

The overall purpose of the baseline survey is to set out benchmarks important for the re-design, implementation, monitoring and evaluation of the project.

The others are:

- Establish the priority areas of the project for planning purposes
- Inform decision makers on the impact of the project
- Forms the basis of midterm and post evaluation of the project and
- Fulfil donor requirements

Scope of work

Areas of study for the baseline Survey will include, but will not be limited to:

1. Basic geographic and demographic information of project villages (income and expenses, type of livelihood strategies, Internal savings and lending, types of vegetables enterprises, GBV profiling, referral systems and services for survivors, vocational skills training and types, other income generating activities)
2. Baseline information shall preferably be collected according to different aspects of sustainability of livelihood activities being undertaken, number and level of training of women and girls, involvement of women and girls in income generating activities, VSLA, GBV and its related activities.
3. Come up with clear strategies that are currently in use for creating sustainability in livelihoods activities, vocational skills training among others
4. For VSLA activities, assess which modality of payment is most preferred by community and their frequency.
5. Identify best ways of management of livelihoods activities and recommend the most suitable tools and means.
6. Design monitoring indicators relating to beneficiary understanding of the sustainability of livelihoods activities and reduction or changes of GBV levels
7. Compile the findings, analysis and planning and submit the baseline report with clear aims and objectives (preferably in form of a log frame).
8. Recommend better ways to address key challenges of livelihoods and GBV in a holistic manner in the areas of
 - *Financial aspects*
 - *Institutional aspects*
 - *Environmental considerations,*
 - *Technical aspects and*
 - *Social sustainability aspects.*
9. Market assessment in terms of ;
 - Analyse the existing IGA markets,
 - Operating issues to the market
 - Success factors critical to ensuring economic viability of the project activities

Working together with CIRDI Project Manager, the consultant will undertake the baseline survey and present the findings to wider stakeholders. The consultancy period will be divided into a preparatory phase, data collection, debriefing, validation of findings and documentation. During the preparatory phase, the incumbent is expected to do thorough review of relevant documents to form the quality of the technical proposal for submission to this call.

Baseline Methodology

The methodology will be developed in detail by the consultants and it will be discussed with Executive Director, Project Manager. The key elements to be incorporated in this process shall involve a mix of fieldwork and desk reviews to enhance its quality and ownership.

In summary, the methodology involves;

- Secondary data review. Examine available secondary documentation;
- Field visits to project sites and collection of primary information (quantitative and qualitative) including detailed discussions with a sample of target beneficiaries - process should be participatory to the extent possible;
- Presentation and validation of draft findings with stakeholders;
- Writing of a final detailed report and submission for feedback;
- Incorporation of feedback in the draft report and submission of the final report;

Expected Outputs

1. Final methodology and tools developed
2. Established strategic planning framework
3. Action plan developed
4. Draft report written
5. Debrief with programme and management staff
6. Submission of final report

Timeframe

The baseline survey is expected to be completed within 15 days as set out below.

Preparation	3
Training of Data collectors	2
Meetings and data collection / field work	Internally undertaken by CIRDI staff
Report	3
Total	8

Fees, Cost Estimate and Terms of Payment

To be determined by CIRDI. Payments will be made after submission and approval of final baseline report.

Consultant (s) Expertise

1. Advanced degree in Rural Development, Agriculture, Social Sciences and Economics. Preference will be given to qualified South Sudanese experts.
2. Familiarity with Livelihoods and GBV programming in development contexts;
3. Familiarity with International quality and accountability standards;
4. Experience in the use of participatory methodologies and developing gender sensitive strategies;
5. Excellent written and spoken communications skills in English. Knowledge of Juba Arabic Language will be a strong advantage;
6. Proven experience in conflict focused programming

Applications

Interested consultant(s) should send their technical and financial expressions of interest including the following documentation to CIRDI by the deadline of **23th November 2017**. Applications will be reviewed as they come.

- Cover letter
- A short letter on why you would like to undertake this consultancy on behalf of CIRDI.
- CV(s) of consultant (s)
- At least two examples of previous baseline surveys undertaken.

Applications should be sent to rokanibernard@yahoo.co.uk with copy to cirdi.cirdi@yahoo.com