



Terms of Reference

Masculinity, Conflict and GBV Study

Location: Wau County (Western Bahr el-Ghazal State) and
Pariang County (Unity State), South Sudan.

Donor: Germany Ministry of Foreign Affairs

Partner: CARE International in South Sudan

1. Background and rationale

Addressing violence against women and girls as a catalyst for peace is a two-year project that seeks to promote gender responsive stabilization and recovery of conflict affected women, men, girls and boys in Wau County of Western Bahr Ghazel State and Pariang County of Ruweng Administrative Area. The project specifically supports communities to identify and take action against structural causes of gender inequality which promotes conflict and violent notions of masculinity and normalizes the violence. It also focuses on addressing the conflict-related gender-based violence against men and women through improving their access to multi-sectoral GBV services. To achieve sustainable peace, an inclusive decision making process will be promoted where women's participation and leadership will be strengthened. Through these interconnected outcomes, communities will be able to identify potential solutions for violent conflict thus, contributing to attainment of sustainable peace at local and community level. This corresponds with the German foreign policy agenda for South Sudan that focuses on crisis prevention, stabilization and peace-building, leading to more sustainable development with a specific focus on women's empowerment.

This Terms of Reference has been developed to attract interested consultants to undertake a study to explore the dimensions of Masculinity, Conflict and GBV to provide valuable information to; understand men's and women's underlying attitudes and behaviors related to masculinity and gender equality, understand the roles of women and men in the societies of Pariang and Wau respectively, identify and document the negative aspects in the masculinity perception that fuel gender based violence and gender inequality, understand risks and protective factors associated with gender based violence, and also to provide policy and programme recommendations on the prevention of GBV, in particular on the involvement of boys and men in the promotion of gender equality .

Summary of Masculinity, Conflict and GBV Study

Project Name	Addressing violence against women and girls as a catalyst for Peace
Projects/ Sectors	GBV/Protection, Women Economic Empowerment
Projects Coverage	Wau County (Western Bahr el-Ghazal State) and Pariang County (Unity State)
Study Type:	Explore dimensions of masculinity, conflict and GBV and how they are inter-linked.

Study Purpose:	<ul style="list-style-type: none"> a) To further understand the attitudes and behaviors related to masculinity and gender equality, in the project locations b) To understand the gender roles, responsibilities and relations of women and men, boys and girls in these locations c) To identify and document the negative conceptualization of masculinity at household and community level that fuel gender-based violence and gender inequality. d) To understand risks and protective factors associated with gender -based violence e) To understand social norms and practices that perpetuate gender inequalities and fuels GBV. f) To provide policy and programme recommendations on the prevention of GBV, in particular on the involvement of boys and men in the promotion of gender equality.
Research Questions	<ul style="list-style-type: none"> a) How do men see their roles in relation to their partners and in general to the women in their communities b) How do women see the role of men in the society? c) What aspects of social norms and practices fuel negative perceptions of masculinity that justify Gender Based Violence? d) What are the risks and protective factors associated with GBV? e) What are the social norms and practices that perpetuate gender inequalities and fuel GBV
Proposed methodology	The Masculinity, Conflict and Gender-based Violence study will utilize both quantitative (cross-sectional household survey) and qualitative research methods. Cognizant of COVID-19, the consultant is expected to conduct Focus Group Discussions (FGDs), Key-Informant Interviews (KIIs) while ensuring safety for all participants.
Proposed start and end dates for Study:	November 22 nd – December 22 nd , 2022.
Final report submission date:	December 22 nd , 2022

2. Consultant Scope of Works

CARE International in South Sudan will facilitate the process to identify a competent consultant to conduct this study. As part of the negotiation process, CARE will ensure that the consultant understands and agrees to the assignment, including the scope, purpose, objectives and methodology. This negotiation includes

flexibility to cater for any changes that may arise in the context due to COVID-19, conflict or any other unforeseen changes.

The consultant will design all the relevant data collection techniques, protocols and tools. The Project Manager, Gender & Protection Advisor, Research Manager, MEAL Coordinator will review the tools and techniques and give feedback prior to the actual study. The consultant should remain aware of the changes in the context that could impede the study. This assignment should be completed within a maximum of 22 days from inception. Hence, the consultant will:

- Hold inception meetings with CARE international in South Sudan and prepare an inception report.
- Develop a comprehensive study design describing type of data to be collected, techniques and relevant tools.
- Define sampling method, sampling size and targeted respondents

3. Methodology

3.1. Design

The Masculinity, Conflict and Gender-based Violence study will use a mixed method research design. Cognizant of COVID-19, the consultant is expected to conduct Focus Group Discussions (FGDs), Key- Informant Interviews (KIIs) while ensuring safety for all participants.

3.2. Target Population

The target population for the Masculinity, Conflict, and Gender-based Violence study will involve the host communities, internally displaced persons, and returnees in the counties of Pariang in Ruweng Administrative Area and Wau County of Western Bahr Ghazel State, South Sudan.

3.3. Study subjects

The study subjects include women, men, girls, and boys, officials from state Ministry of Gender and Social Welfare, local authorities at county and payam level, women, youth representatives and other stakeholders with relevant information about the subject under study selected from the accessible target population in the selected counties of Pariang and Wau respectively.

3.4. Sample Size

The consultant will implement an appropriate sampling procedure. Where sampling strategy is changed for whatsoever reason, the consultant is expected to re-compute to achieve representative sample. Therefore,

clear and unambiguous proposal on sampling methodology and sample size(s) is expected from the consultant.

3.5 Data Sources

The Masculinity, Conflict, and Gender-based Violence study considers both **primary** and **secondary** data sources.

Primary data sources include, but are not limited to:

- Female and male (25 years and above) community members
- Female and male youth (19 – 24 years)
- Adolescent boys and girls (15-18)
- Female and male community leaders
- Government representatives at state or county level or both?
- Women's rights organizations

The secondary data sources include but are not limited to studies from South Sudan's GBV Sub-Cluster, Conflict and gender analysis studies, conflict sensitivity resource facility South Sudan, project documents etc. The consultant is expected to undertake review of existing documents using appropriate document review tools and methods.

Participatory tools (observational and questionnaires), Focused groups discussion guide, KII guide, and questionnaires checklist needs be used. These methodologies are to be applied interchangeably.

3.6 Data Collection

The consultant will be responsible to develop data collection tools such as: household questionnaires, FGD, KII guides to capture data from the respondents above. Enumerators will be recruited by CARE and trained by the consultant to collect data during household surveys, FGDs and KIIs. Cognizant of the changing context. The consultant is expected to design a safety protocol for achieving data collection cognizant of Government of South Sudan COVID-19 country SOPs.

3.7 Data Analysis

The consultant should adopt an iterative data analysis approach. This approach allows for prompt data validation as enumerators collect data. Hence, the consultant will develop a data analysis plan. Analysis should integrate findings from the different sources of data. The consultant should corroborate, and triangulate data from different primary data sources. A complete set of tools and procedures for summarizing and analyzing qualitative data needs to be made available.

3.8 Data Quality Issues

The designed data collection techniques, quality of data should not be compromised, and maximum care should be taken to avoid or at least minimize errors at all stages of the Gender Conflict Analysis measurement process. Some techniques such as, but not limited to, the following will be applied:

- Before data collection: Pilot testing the data, collection tool will be required in order to verify the reliability and validity of the tool. This includes for both face to face and other approaches.
- During field data collection: Monitoring enumerators for accuracy in doing the interview and in capturing data will be necessary. Checking through all completed responses (on a daily basis) to ensure any mistakes or inconsistencies are corrected on time will add value to the quality of data.
- Data analysis: Perform iterative data analysis which involves continuously analyzing key variables as part of data quality checks using various methods.

4. Validation and Communication of Findings/Reflection

A one-day validation session will be conducted with all the relevant team members who participated in data collection. Additionally, CARE's Gender and Protection team members will be present to support and facilitate sessions and also to clarify on information, and to fill in gaps where some data may either be missing or contradictory. The findings of the study will then be validated by the community in another workshop and once the validation is completed then the final report will be produced.

5. Masculinity, Conflict and GBV Analysis Study Products/Deliverables

The key deliverables of this survey includes;

- Inception report with well-defined methodology (including an inclusive and gender sensitive sampling design), data collection tools and a clear work plan.
- An annex of COVID-19 infection risk mitigation protocol
- A comprehensive and well-organized final Masculinity, Conflict and GBV Analysis study report (Not more than 30 pages) in electronic version word and PDF based on the template structure in annex below.
- Annexes to be attached with the report include, the TOR, data collection tools utilized, attendance sheet of key meetings and focus group discussions conducted as well as other activities.
- The consultant should also deliver all files including transcripts (raw data) of the qualitative data and others in an easy-to-read format, and maintain naming conventions and labelling for the use of the project/program/initiative and key stakeholders
- Fact sheet or abstract and power point presentations to be used for dissemination of results to stakeholders.

- Publishable article of the study showing the context, methodology, findings and recommendations

6. Management of the Consultant

CARE will support the consultant remotely throughout the survey. Whenever the consultant is identified, the consultant will work with the Project Manager, Area Managers, MEAL coordinator and the Research Manager. The team will commence the inception process by:

- Reviewing the Masculinity, Conflict and GBV Analysis study protocols, recruitment plan, data collection plan, COVID-19 risk reduction plan.
- Finalizing tools and approve final plan prior to commencing of survey.
- Providing technical support and oversight during data collection process

6.1 Data analysis

- Support analysis to focus on concepts/ theories upon which the project is designed.
- Writing up the technical report on Masculinity, Conflict and GBV Analysis study that includes conclusions in key areas and areas of intervention focus.

7. Lessons Learned

The lessons learnt through the entire Masculinity, Conflict and GBV Analysis study shall be documented and shared with the Project team and CARE quality department for future programing in similar. The documentation of these lessons will be vital for reflection, growth and continued improvement.

8. Limitations

This Masculinity, Conflict and GBV analysis study will be undertaken with some limitations which may include but not limited to;

- **COVID-19 pandemic:** This might affect conduct of the survey in anticipation of government Covid-19 control measures like movement restrictions, lockdowns and so on
- **Travel Schedules:** International and domestic travel between states is mostly by air using UN Flights. Thus, changes in travel schedules due to flight cancellation, weather and other technical issues may interrupt the conduct of this assignment.
- **Statistics:** Country demographics may not be readily up-to date hence the consultant may have to undertake preliminary data corroboration.

9. Core Competencies

- **People Skills:** Ability to deliver assessment results within the shortest period of time.
- **Integrity:** Exhibits trustworthiness, integrity and has a clear commitment to CARE's core values and humanitarian principles.
- **Resilience/Adaptability and flexibility:** Ability to operate effectively under extreme circumstances including stress, high security risks and harsh living conditions. Works and lives with a flexible, adaptable and resilient manner.
- **Awareness and sensitivity of self and others:** Demonstrates awareness and sensitivity to gender and diversity. Have experience and the ability to live and work in diverse cultural contexts in a culturally appropriate manner. Has a capacity to make an accurate self-assessment particularly in high stress and high security contexts.
- **Knowledge and skills:** knowledge of CARE policies and procedures, Sphere and the Red Cross/ NGO Code of Conduct. Requires general finance, administration, information management and telecommunication knowledge and skills including proficiency in information technology/ computing skills.

10. Technical Competencies

- Interested applicants; individuals, institutions or firms should have a minimum of master's degree in Gender and Developmental Studies or Social Sciences. The consultant must have proven track record and experience in conducting gender and conflict analysis of a similar or related assignment. This should be backed up by the number of similar research that have been conducted by the individual or institution.
- Previous experience in medium to large-scale emergencies and stable context (five years minimum)
- Familiar with humanitarian programming and inter-agency coordination systems
- Fluency in English and Arabic will be an added advantage
- Ability to communicate ideas in a culturally sensitive manner and conducive to their practical application.
- If the firm is an international one, we would only expect to have travel costs of just one consultant, the firm could either have local consultants in South Sudan or cater for all the other extra team members costs if they want to bring them to South Sudan.

11. Logistics

Consultant's responsibilities:

Consultant's responsibilities	CARE responsibilities
-------------------------------	-----------------------

<ul style="list-style-type: none"> - The consultant will be responsible for obtaining his/ her visa, booking flights, meals, ground transport, accommodation, Covid-19 related costs, among others while in Juba. - The consultant will also be responsible for the enumerator's payment (following CARE's incentive per day rate in that particular field location), training, and transportation during the assignment, refreshments of both enumerators (during training and during the execution of the assignment when necessary) and study participants (FGDs). However, meals, transportation, and accommodation costs should be in line with the CARE per diem policy. - International consultants must have medical & travel insurance and are advised to come with pocket money (of at least \$500) because not all visa machines are working in the country. 	<ul style="list-style-type: none"> - Process an introduction letter on request to support the processing of visas. - Getting approval letters for the study, recruiting enumerators and mobilizing participants for the study. - Facilitate and booking domestic flights
--	---

Note. They are reimbursable costs, and the consultant should be able to indicate in the financial proposal

12. Evaluation and Award of Consultancy

CARE South Sudan will evaluate the proposals and award the assignment based on the technical and financial criteria. CARE reserves the right to accept or reject any proposal received without giving reasons and is not bound to accept the lowest, the highest or any bidder. Only the successful applicant will be contacted.

The evaluation criteria associated with this TOR is split between technical and financial as follows:

- 70 % -Technical (technical score will be done by program team)
- 30 % -Financial (Financial score will be done by procurement)

Technical Evaluation Criteria

Technical Criteria	Description
General understanding of the TOR.	Does the proposal demonstrate a clear understanding of the TOR? Does the consultant make an effort to interpret the objectives?
Methodology	To what extent is the methodology clear and detailed? Is the sampling method and sample size computation scientifically acceptable? Are all the relevant methods of data collection included in the proposal?
Team composition	Does the consultant (or proposed team) have the necessary competencies and experiences as described in the TOR to undertake this study?

Experience	Experience of conducting baseline and evaluation surveys in South Sudan, preferably within proposed geographical area has competitive advantage. Experience with similar assignments with INGOs/ other organization
Work plan	Is an action plan part of the proposal? Is it reasonable or realistic? Does it meet the expected deadlines? Is it flexible to accommodate any changes without compromising the deadline and quality of products
Budget	To what extent is the presented budget reasonable. Is the budget clearly aligned with the planned amount?

13. Payment Terms and Conditions

Payment will be as follows; first installment (30%) of the total cost on submission and acceptance of inception report. Final payment (70%) upon completion and approval of the final report. Additional information on payment terms and conditions will be included in the contract. Please note: 20% government tax will be deducted from the total cost.

13.1 Additional Information

- Consultants shall abide by WHO and Government of South Sudan COVID-19 SOPs.
- Consultants shall be required to sign and abide by CARE Safeguarding Policy (which includes prevention of sexual exploitation and abuse, and behavior protocols)
- Consultants shall abide by the EU beneficiary data privacy/management policies

14. Ethical Considerations, Confidentiality and Proprietary Interests.

- The consultant/ consultancy firm needs to apply standard ethical principles during the assignment such as upholding the confidentiality of interviewees as well refraining from making judgmental remarks about stakeholders.
- The incumbent shall not either during the term or after termination of the assignment, disclose any proprietary or confidential information related to the service without prior written consent of the contracting authority. Proprietary interests on all materials and documents prepared by the contract holder under this assignment shall become and remain properties of CARE.

15. Masculinity, Conflict and GBV Analysis Report layout

CARE South Sudan will discuss with the successful consultant (s), the content and length of the final report.

However, below is a suggested outline for the report.

- a) Cover page (1 page)
- b) Table of Contents (1 page)
- c) Acknowledgements (1 page)
- d) Glossary (1 page)
- e) Executive summary (Introduction, Methodology, Results and findings, Recommendations) (max 4 pages)
- f) Introduction/Background/relevant context information (max 2 pages)
- g) Methodology (max 2 pages)
- h) Findings and Discussions (max 10 pages)
- i) Conclusion and recommendations (max 4 pages)
- j) Lessons learnt (max 2 page)
- k) Limitations of the study (max 2 page)
- l) Appendices (to include copies of all survey documents including but not limited to; all data collection tools, survey timeline including all KII and FGD participants and discussion transcripts, Documentation of all the processes involved in the data analysis, etc. These can be as many pages as necessary.
- m) Annexes must be referenced in the in the report, but submitted as a separate zip file document

16. All Applicants Should Include the Following:

- Technical proposal, which should include:
 - ✓ Brief explanation about the lead and associate consultants with particular emphasis on previous experience in this kind of work
 - ✓ Understanding of TOR and the task to be accomplished
 - ✓ Proposed methodology
 - ✓ Draft work/implementation plan
- Copies of reports of previous work conducted including reference contacts
- A written submission on understanding of TOR, methodology / approach the consultant will use; time and time-bound activity schedule, financial issues (budget, number of people he/she will hire, costs per activity line – people, logistics etc.)
- Organizational (if it is a company applying) or personal capacity statement (if it is an individual that will hire data collectors)
- Resume and 3 references

Submission.

Interested applicants should submit applications by email to ssd.procurement@care.org and Gabriel.puja@care.org. Deadline for expression of interest is on 18th November 2022 before 4PM.