

Terms of Reference
Leaders of Peace (LoP) Programme baseline study
Consortium Programme led by
Plan International

Programme Summary	
Title of the Programme	Leaders of Peace programme
FAD number	To be developed
National Office	Plan International Netherlands (NLNO)
Donor	Ministry of Foreign Affairs Netherlands
Consortium partners	Plan International, AMA, EVE, PAX and HealthNet TPO
Strategic Technical Areas of baseline	L&A for gender inclusion, women' and girls' empowerment & protection; and influential participation in conflict prevention and peace making
Programme impact	<i>To contribute to a more empowering and inclusive environment, where women and girls (W/G) feel safer, better enabled to realize their rights, to play an influential role towards conflict prevention, and sustainable peace</i>
Programme outcomes/Pathways	<p>Outcome/pathway 1 Improved implementation of policies and regulations on GBV and protection of W/G including psychosocial support and self-care</p> <p>Outcome/pathway 2 Civil society (CS) has changed attitudes and beliefs that facilitate inclusion of W/G and promote gender equality (GE)</p> <p>Outcome/Pathway 3. Increased and effective participation of W/Y in leadership and peacebuilding</p>
Location	Unity, Lakes, Western Equatoria, Central Equatoria, Eastern Equatoria
Programme period	January 2021 - December 2025
Programme targets	Host community, schools for champions of change program, civil societies
Baseline, Mid Term Review and Endline	The baseline study, mid-term review and endline review will need to be comparable. Therefore it is aimed for to apply similar methodologies in MTR and ETR as in baseline study. Also, if collaboration with the baseline team is very successful the alliance may invite the same party for MTR and ETR.

1. Introduction

1.1. Plan International in South Sudan

Plan International (PI), an independent global child rights organisation, has been operating in South Sudan since 2006, implementing both sponsorship, development, and emergency response interventions. The civil war that started in December 2013 has caused much suffering to the South Sudanese people and has substantially damaged the country. Because of the civil war, Plan International South Sudan shifted its programming from sponsorship and development to emergency response, focusing on lifesaving interventions. Currently Plan International is operating a triple nexus programming approach that focuses of life saving



humanitarian responses, while also implementing recovery and resilience focused interventions as well as development focused Programmes in more stable environments. Plan International have strong presence and visibility in the country, currently operating in 6 of the 10 states (Lakes, Jonglei, Upper Nile, Eastern Equatoria, Central Equatoria and Western Equatoria states). We are currently implementing several grants in key thematic areas that include FSL, WASH, CPiE, EiE, Nutrition and NFIs. We are working through direct implementation and through partners.

1.2. About the Programme

2020 marks the 20th anniversary of the adoption of UN Security Council Resolution 1325 (NSCR1325) on women, peace and security. Therefore it is time to re-emphasize the important role of (young) women in peacebuilding in South Sudan. The voices of young people, girls and boys, need to be heard in these dialogues and reconciliation processes – especially those at the heart of conflict. It remains crucial that the positive contribution of women and youth to sustainable peace and state building is recognized, supported and celebrated. In this light, the Dutch Ministry of Foreign Affairs launched several grant instruments under the Policy Framework for Strengthening Civil Society (2021-2025) at the end of 2019. One of the grant instruments is the Women, Peace and Security (WPS) grant instrument. The Leaders of Peace alliance, consisting of Plan International (lead), HealthNet TPO (HNTPO), AMA (Assistance Mission for Africa), EVE and PAX, has been granted a five-year Programme under this grant instrument. The Leaders of Peace Programme runs from January 2021 to December 2025 and is based on the 1) UNSCR 1325 and the nine resolutions that followed it, 2) the Theory of Change of the Dutch NAP 1325 (2016-2020) and 3) the Sustainable Development Goals, particularly SDG 5 and 16.

The LoP Programme focusses on enhancing women participation in peace and security. In essence the Programme is highly complex and therefore the Programme monitoring and evaluation will focus on qualitative approaches like outcome harvesting. These qualitative approaches involve establishing the pre-existing behavioural pattern of beneficiaries or target stakeholders and then track the changes both negative and positive using outcome harvesting to deduce contributions to the change observed. It is on this basis that the Programme requires a baseline study to be conducted in all of its areas of operation to measure pre-Programme values and establish a benchmark which will be used as a point of reference and gauge achievement. The LoP baseline will be conducted in four states of Unity, Lakes, Western Equatoria, Central Equatoria, Eastern Equatoria. Specific locations of consortium partners and result areas/outcomes will be provided once additional information is obtained from partners.

Programme Outcomes/pathways and indicators to be measured

1. Improved implementation of policies and regulations on GBV and protection of W/G including psychosocial support and self-care

Specific benchmarks

- a. Level of W/G feeling safe and protected in targeted locations.

- b. Existence of community based support mechanisms.
- c. Community groups knowledge level and use of available PSS services and legal protection/GBV services.
- d. The level of GBV survivors use of existing community based psychosocial support mechanisms
- e. Authorities' current capacities to develop/adjust regulations related to protection of women and girls.
- f. Extent to which formal/traditional authorities implement laws and policies against GBV and protect survivors
- g. ABC courts capacity and space at national level to lobby for increased implementation of GBV legislation

2. Civil society (CS) has changed attitudes and beliefs that facilitate inclusion of W/G and promote gender equality (GE)

Specific benchmarks

- a. Extent to which W/Y groups, men and boys advocate for gender equality, equal participation through W/Y-led platforms
- b. Civil society agencies in specific Programme locations promoting gender equality
- c. Youth-led or women-led platforms established advocating for gender equality and protection. Specific focus will be on children and young people's parliament.
- d. Community groups that are gender aware and committed to protection of women and girls as well as meaning meaningful participation in peacebuilding.
- e. Level of participation of formal/ informal CSOs (especially women, men, boys and youth-led groups), in influencing the WPS agenda, including linking and learning

3. Increased and effective participation of Women and youth in leadership and peacebuilding.

Specific benchmarks

- a. Civil society organizations and community based organizations with resources and capacity to lobby on human rights, gender equality, United Nations security council resolution (UNSCR 1325).
- b. W/G in leadership positions at various levels influencing the WPS agenda jointly with male counterparts
- c. Gatekeepers including policy makers reached to lobby & advocacy on the WPS agenda including female participation in leadership positions.
- d. Peace committees, border committees and peace tasks forces to be capacitated/strengthened to advance WPS agenda.
- e. Available action plan by AU/EU, diplomats and media to protect civic space
- f. Role of international bodies (AU/EU), diplomats and media in lobby and advocate to widen civic space

- g. Extent to which Government bodies at all levels promote UNSCR1325 and/or adhering to the provision of 35% women representation in RPA.
- h. Level of collaboration among CSOs/CBOs and between CSOs and local and national actors.

2. Aim and Objectives of the baseline survey.

The baseline study seeks to establish benchmarks of the major outcomes that are to be achieved in the Programme that will be used throughout Programme monitoring and evaluation specially during the end line evaluation when the Programme comes to an end in 2025: The following are the specific objectives of the baseline survey

- 1) To establish current implementation of policies and regulations on GBV and protection of women and girls including psychosocial support in proposed locations.
- 2) Document Civil society (CS) and community based organizations that advocates for inclusion of women and girls as well as promote gender equality (GE)
- 3) Establish the current level of participation of women and youths in leadership and peacebuilding

2.1 Use of the baseline

Baseline study findings and benchmarks will be used by the Programme monitoring and evaluation team throughout the Programme implementation and monitoring by using the baseline data during indicator performance tracking. Subsequently, the changes identified during implementation in relation to the baseline benchmark information, will be used for learning and quality improvement of the Programme interventions. Finally, the baseline, Mid Term Review and Endline are also means to account for Programmes grants towards the donor.

3. Baseline methodology

3.1. Data collection methods

The consultant/firm is expected to propose and design the methodology for conducting the baseline study. Primary and secondary sources must be used to generate data and information that are relevant to the Programme. A mix of qualitative and quantitative methods such as surveys, focus group discussions and in-depth interviews with key informants and observation of the system will need be used to collect primary data. These methods must be rigorous yet at all times proportionate and appropriate to the context of the proposed Programme intervention as it will be implemented in different states. All data collection tools are to be shared with the Programme team as part of deliverables.

3.2. Sampling

The consultant/ firm is expected to determine a representative sample for respondents to be involved in the study by different methods, that will ensure proper conclusions and generalizations to be made on the findings from the baseline. The evaluators should clearly describe how they reached at the sample size and its representativeness thereof.

3.3. Data analysis

A clear data management and analysis plan should be developed that will clearly explain how collected data will be handled and analysed to reach conclusions. Appropriate data analysis packages to be used should be explained. Datasets to be produced during baseline should be clearly managed and presented as part of deliverables.

4. Baseline deliverables

The following deliverables are expected from the Consultant/firm:

- I. Inception report including:
 - 1.1. Data collection tools: These should be submitted to the designated management staff prior to data collection phase. This should be a comprehensive set of qualitative and quantitative tools to collect all key information necessary to meet the baseline criteria.
 - 1.2. Baseline survey plan with full details of implementation timeframe and locations that will be presented to the designated staff to ensure that consortium members avail necessary support to consultant during survey
- II. Draft final report. In meeting the baseline objectives and addressing the draft final report should synthesize the findings and conclusions into an overall survey of the Programme. The consultant will also present the draft findings to consortium members and collect comments. The comments will be addressed in the final report. The report should be consolidated from the receipt of the consolidated comments.
- III. Final report with the same specifications as mentioned above, incorporating any comments received from concerned parties on the draft report within 5 days of the receipt of the comments.
- IV. Summary Report from the main report mainly focusing on existing/current/pre-Programme intervention measures of key benchmarks/indicators.
- V. A cleaned data set and transcriptions (electronic).
- VI. All other materials used during the baseline (Voices, etc.).

6. Roles of Plan International and consortium partners

- Provide guidance and support to consultant about Programme locations and contact persons for other consortium partners
- Provide relevant Programme documents to consultant
- Assist the consultant with identifying and accessing stakeholders

7. Baseline Report format

1. Cover page
2. Table of contents

3. List of abbreviations/acronyms
4. Executive Summary
5. Introduction
 - a. Background of the Programme
 - b. Objectives of the baseline study
 - c. Methodology of the baseline for both Qualitative and Quantitative portions of the study (including sampling methodology, statistical analysis, qualitative analysis)
 - d. Scope and limitation of the methodology
6. Findings
 - 1.1 Detailed documentation of baseline study findings with specific focus on Programme pathways/outcomes
7. Conclusions and recommendations
 - a. Conclusions
 - b. Recommendations
8. Annexes to the report

The report should include the following annexes

 - ToR of the baseline
 - Details of tools, methods, and analysis
 - List of persons/ organizations consulted
 - Statistical analyses (codes and formulas used)
 - Raw data (both quantitative and qualitative)

8. Baseline study timeframe

The Programme baseline shall start early April after signing the contractual agreement. The final baseline report is due in October 2021. The following timeline could be followed:

What	When
Desk review	1 April – 1 May
Inception report	1 May
Data collection	1 May – 15 July
Data analysis	15 July – 15 August 2021
Compile overall draft baseline report	15 August 2021
Validation process and workshop with the Leaders of Peace consortium and partners	15 August - 5 September
Consultant includes input from the above exercise and submits the final baseline report	1 October 2021

9. Ethical and child protection and safeguarding statements

The She Leads consortium is committed to ensuring that the rights of those involved in data collection or analysis are respected and protected, in accordance with ethical research

principles. Those who wish to participate in the Programme must include sufficient details in their proposal to clarify how they will guarantee the ethics and protection of children in the data collection process. In particular, the consultants should explain how the adequate, safe and non-discriminatory participation of all stakeholders will be ensured and how special attention will be paid to the needs of children and other vulnerable groups. The consultants should also explain how they will ensure the confidentiality and anonymity of the participants.

10. Criteria for selection of consultant

The consultant should demonstrate clear competencies in one or more professional backgrounds in the area of conducting baselines for qualitative Programmes that specifically focusses on gender equality, protection at a consortium level. More specifically the consultant is expected to have:

- Master's degree in above mentioned or related fields of expertise.
- Sufficient knowledge and understanding of gender and protection in South Sudan.
- Experience in conducting gender and protection Programme baselines in South Sudan.
- Experienced in qualitative and quantitative statistical analysis packages such as NVivo, ATLAS.ti, SPSS, STATA, or other similar software.
- Strong interpersonal skills and capacity to work with people at all levels.
- Committed to work and meet the deadline as agreed by Programme management.
- Excellent English communication and writing skills. Proven experience in producing written research reports.
- Good knowledge of baseline study locations of Malakal, Pageri administrative areas and Torit county.

11. Proposal baseline criteria

A proposal detailing the technical and financial aspects for the baseline study (with consultant's understanding of the assignment, a clear outline of the proposed methodology, consultant(s)' up to date CVs, detailed study cost) should be submitted. All proposals must include the following details:

- Proposed methodology and justification
- How the consultant will ensure quality at all steps of the process
- How analysis of each type of data will be completed
- Implementation plan
- Specifically, how the consultant and their team understand the specified Programme pathways and benchmarks to be measured.
- Demonstration of how the consultant (and their team) meet the qualification and experience required, as detailed above

The technical proposal will be evaluated based on the Quality Cost-Based Selection (QCBS) criteria:

- The individual general reliability as well as experience and capacity in the carrying out the assignment (30%).



- The approach in responding to the TOR and detailed work plan (45%).
- The qualifications and competencies of the proposed personnel for the assignment (25%).

Proposals obtaining more than 70% of the technical points will be considered technically suitable and qualify for a financial assessment.

12. Disclosure and Ownership of Information

The consultant(s) or consulting firm technical proposal should describe how disclosure, confidentiality and ownership shall be handled during the baseline survey.

13. Application process

Evaluators/Consultant(s) who meet the above requirements should submit the following:

- 1) A narrative/technical proposal which should include evaluator(s) very clear understanding and interpretation of the TORs, a thorough baseline methodology and a detailed schedule;
*Technical proposal content should not exceed 10 pages (Arial font 11 should be used) and financial proposal should not exceed 2 pages;
- 2) A financial proposal indicating fees for the consultancy to complete the task (excel format with itemized budget lines)
- 3) Updated CVs/Profiles that clearly show the qualification and experience of the lead evaluator and his/her team;
- 4) Contacts of three organizations recently worked with-clearly similar/related work.
- 5) Annexes and cover pages/information not asked for should not be attached to the proposals.
- 6) Registration and tax clearance certificates (for Consulting firms)

Please strictly adhere to the ToRs requirements and application procedure, otherwise your proposals (technical and financial) will not be considered. All documents should be submitted in soft copies.

The total budget of this baseline study is **30.000 Euro**, including all taxes and costs.

The submission date is **25th of March 2021**. Selection interviews with lead consultants will follow in the week of 29th of March 2021- with representation of the Leaders of Peace Consortium Coordinator, PMEL Desk Officer in South Sudan and the PMEL Officer in the Netherlands. For further information or sending your application please contact Mrs Karin van den Belt (karin.vanden.belt@planinternational.nl).