



## TERMS OF REFERENCE (TOR)

### *Consultancy to conduct Gender analysis and safety audit assessment*

#### Project and Evaluation Summary Table

Project Name	Global Affairs Canada (GAC)
Contract Number	PD-JUB-01782
Sector	Nutrition Food Security and Livelihood and WASH
Implementing Partners (if applicable)	Action Against Hunger and Health Care Foundation
Location (country region/s)	Jonglei South Sudan
Project Duration	24 months
Starting Date	02 <sup>nd</sup> January 2021
Ending Date	31 <sup>st</sup> December 2022
Project Language	English
Donor & Contribution/s	Global Affairs Canada
Mission administering the Project	South Sudan
Responsible ACF HQ	
Consultancy / Evaluation Type	Short term
Proposed Consultancy / Evaluation Dates	From November 2021 – December 2021

*Suggested Sub-headings*

#### PROJECT BACKGROUND

Action Against Hunger has been operational in what is now South Sudan since 1985, responding to both chronic and acute humanitarian needs. In its commitment against malnutrition, ACF works in close association with national and state-level MoH, Ministry of Agriculture and Forestry, RWSS, and regularly participates in the humanitarian coordination mechanism.

Considering how closely related gender and hunger are, ACF affirms that the world cannot put an end to hunger without putting an end to gender inequalities and gender-based violence, as both causes and consequences of hunger. We acknowledge the very real impacts of social norms creating and perpetuating gender inequalities and gender-based violence on people's ability to meet their nutritional needs, and that gender equality is a fundamental condition to the full realization of human rights for all, including sexual and reproductive health rights. We, therefore, recognize the actual threat gender inequalities pose to the accomplishment of our mission, to the effectiveness of our operations, and to our capacity to reach the most vulnerable.

Through the Global Affairs, Canada (GAC) funded project implemented in Jonglei and Warrap, Action Against Hunger aims to continue the high-quality lifesaving management of acute malnutrition for most at-risk girls and boys U5 and pregnant and lactating women (PLW). GAC funds support the nutrition program, with integrated nutrition-sensitive WASH and Health services, as well as a series of essential WASH actions that will be integrated with the nutrition program, which also includes participatory and scalable community-based components through preventive interventions.

## **PROJECT OBJECTIVES**

The ultimate outcome of the project is to reduce mortality and improve well-being and to increase human dignity of crisis – affected communities, with a particular focus on women, adolescent girls, and children. It encompasses two immediate outcomes:

1. Increased use of malnutrition prevention and treatment services and practices by women of reproductive age and young children in crisis-affected communities.
2. Increased use of water, sanitation, and hygiene services and practices that reduce the likelihood of diseases causing malnutrition, with a focus on the protection and dignity of women and girls.

## **CONSULTANCY RATIONALE**

Through this project, Action Against Hunger (ACF) plans to mainstream GBV and gender considerations in its Nutrition, WASH, and Health programs to capitalize on achievements made through the 2 years 'GBV in Nutrition' project, which included training of all staff on GBV guidelines, Psychological First Aid (PFA) and referral pathways. All the newly recruited staff will also be trained on the same

The project will be based on the findings of the Gender Analysis in the project areas and risk assessment done through safety audits and feedback and complaints mechanism. Therefore, to guide the implementation of the planned gender integration interventions in the above-mentioned areas, the project will conduct the gender analysis and safety audit so that to identify and address the gender inequality and protection gaps and risks.

Therefore, this consultancy is intended to bring on board a qualified, national consultant that can lead and carry out the gender analysis and safety audit assessment that will generate the required data and evidence with a quality report on the operation site that can be used by not only by ACF but other partners as well as the cluster

## **OBJECTIVE OF THE ASSIGNMENT**

The overall objectives of this gender analysis is to understand gender equality and women empowerment dynamics in selected project operation sites of ACF in Fangak county, Jonglei State, South Sudan, how such an understanding can assist in making informed decisions on how to reduce/ eliminate identified gender inequalities and inequities with regard to nutrition and protection.

- To determine differences between the roles, responsibilities, decision-making participation of women, men, and adolescents boys and girls.
- Study and analyze the general features of the utilization of health and nutrition services by women and men and the opportunities and constraints they face in accessing services.
- Study and analyze the social and cultural factors governing gender relations and the effects of these on maternal and child nutrition and protection of women, men, girls, and boys

- Identify and analyze any safety and protection concerns and risks that affect women, girls, men, and boys in the project areas and recommend potential mitigation strategies.
- Document lessons learned and best practices from the community that could be used in promoting gender-equitable and safe
- To provide recommendations on how ACF can shape its activities to address the identified constraints and implements the activities to contribute to addressing gender equity and equality.

## **USE / USERS OF THE ANALYSIS**

This assessment will be done as part of the GAC implementation in Jonglei. Primarily, the evidence that will be generated from this study will be used by the organization to inform the implementation of the gender integration activities of the GAC project in Fangak County. However, the results will be widely applied during the designing and implementation of gender integration in other current and future projects in the area. Last but not least, the analysis result can be a resource for other partners striving to implement similar gender-integrated projects in the areas.

## **METHODOLOGY**

The overall research design would be developed by the lead consultant, should be a mix of quantitative secondary data collection, and qualitative primary data collection. Primary data collection tools should use both surveys and interview guides.

There will be a review of available policies and guidelines related to gender equality, gender based violence, harmful traditional practices and women empowerment in the country in general and in the study area in particular.

The data collection team will review policy documents at various levels on women's right, roles and responsibilities, participation on decision-making (access to and control over resources) and harmful practices such as GBV, early and forced marriage. They would conduct interviews of men and women working from relevant government and partner offices. The data collection team will also conduct in-depth interviews and possibly focus group discussions with key informants with key persons from the above-mentioned offices, staff and selected men and women community representatives.

The consultant will also lead the identification and training of the data collectors and the data collection from the selected sites with close consultation and follow up from the experts in ACF Juba and field office. The consultant will also lead all data analyses, data compilation, reporting and recommendations.

## **KEY DELIVERABLES**

During this assignment, Action against Hunger expects:

- ✓ An inception report with clear methodology tools and approaches.
- ✓ Clear draft gender analysis and safety audit report- on the analysis of the findings and field visit reports
- ✓ Electronic copies of photos and videos (if any)
- ✓ Debriefing/Presentation for the team
- ✓ Final gender analysis and safety audit report, which incorporated feedback and comments from the team.
- ✓ Clear action points and recommendations for further actions based on the findings and with wider involvement of the GAC project

## **TENTATIVE TIMELINE**

The gender analysis and safety audit is to be undertaken in **two** months' time, from the beginning of **November 10<sup>th</sup> 2021 – December 29, 2021**

## **MANAGEMENT ARRANGEMENTS AND WORKPLAN**

ACF will

- Provide orientation to the consultant on the overall view of the operation areas and the project
- Make ready relevant documents related to the organization and the project to the consultant to review
- Provide logistics support throughout the study period
- Arrange briefing and debriefing session with the consultant
- Have the right to fully or partially cancel the consultancy offer without any prior notice if the duration of work lasts longer than the agreed period and/or if the consultant fails to keep the quality of work on the expected standards

**Responsible Division / Contact person**

The Gender Specialist at ACF South Sudan is the focal point for;

- a) Facilitating the selection process;
- b) Facilitating and preparing agreement document to be signed with the selected consulting firm;
- c) Monitoring the process to make sure that the assessment is done as per the agreed upon plan of action and in accordance with the provisions stipulated in this TOR.

## **ETHICAL AND LEGAL MATTERS**

- Prior to the assessment, the necessary communications about the overall purpose of the study will be made with ACF field office managers Coordinators and Project managers and made them to inform community level administrative bodies through face to face discussion and through phone conversation. The study participants will be given complete information with their own local language as to the objective of the assessment and the actual data collection will be done only after their consent is obtained.
- The confidentiality of individuals and the information they revealed will be protected.
- The information will be collected anonymously and no identification, such as names, identification numbers, or telephone numbers.
- Information will be analyzed as group data and not as individuals.
- The Consultants applying Should be legally registered entities with TIN and renewed license for 2021
- Should exercise reasonable care and shall observe recognized professional standards in carrying out the task;
- Should work closely with ACF in undertaking the assessments
- Should submit their assessment and audit plan and report within the indicated time frame.

## **INTELLECTUAL PROPERTY RIGHTS**

All data, visual materials, and reports generated through this contract and the gender analysis shall remain the property of ACF South Sudan. The consultant/s and other parties require written consent from ACF if the data and reports are used for a different purpose, other than the objectives stated above.

## **QUALIFICATIONS AND EXPERIENCE:**

Interested consultancy firms should have proven skills and experience as follows;

- Consultants that have post-graduate degrees in Gender or Development Studies or related social science fields and knowledge in the areas of nutrition/, health, reproductive health, WASH, protection/gender-based violence
- Proven and demonstrated experience in undertaking high-quality gender analysis, safety audits, monitoring and evaluation of programmes from a gender perspective.
- Should be able to submit, attached to their technical proposal, copies of their CV and other relevant documents/ evidence that shows their experience on similar consultancy services;
- Should have relevant professional mix to successfully do the task and should make sure that indicated professionals are directly involved in the work;
- The consulting firm/consultant must present/attach prove of his/her previous work (a sample report of a previously conducted gender analysis assessment in the last 3 years)) with references.
- The consultant should send a technical and financial proposal detailing his/or her understanding of the TOR and methodology that will be used to undertake the task including proposed methods, sampling strategy, data collection tools, method of data analysis and final reporting template.
- The technical proposal should be prepared paying more emphasis on the methodologies and the technical competency of the consulting firm to undertake the given tasks. The financial proposal should be prepared including the amount of the budget required to conduct the gender analysis and safety audit in the selected areas and sites, including all costs related to the field work and data collection. Both proposals (technical and financial proposals) should be submitted in a separate sealed envelope not later than 10 working days since the commencement of this announcement to the address below:

### **1. HOW TO APPLY**

1. Preferably, a Qualified South Sudanese national/Firm are high priority and are encouraged to apply.
2. Submit your CV and a strong justification for your application including 1 sample of a similar work previous undertaken. Also, include the financial proposal for undertaking the assignment.

One supporting document of up to four pages outlining core competencies in line with the assignment, the proposed methodology of work including a detailed work plan, and financial expectations.

Applications must be received on or before **05<sup>th</sup>November 2021** to E-Mail: [tender@ssd-actionagainsthunger.org](mailto:tender@ssd-actionagainsthunger.org)