

## THE LUTHERAN WORLD FEDERATION, WORLD SERVICE SOUTH SUDAN COUNTRY PROGRAM

### Terms of Reference (ToR) Invitation for Expression of Interest for partnership

#### **1.) Background**

The Lutheran World Federation, World Service (LWF-WS) South Sudan Program has been operational in the country since 2004. Currently, LWF-WS works in four regions of the ten states namely Jonglei, Upper Nile, Unity and Eastern Equatoria. In Eastern Equatoria, The Lutheran World Federation has secured 3 years (2021-2023) funding from BMZ Germany through Bread for the World to support the program titled: 'Promoting Socio-Economic Integration of Returnees and Receiving Communities in Magwi County'. The program will cover aspects of Education, Protection, Social Cohesion, Livelihoods and WASH in Magwi, Pajok, Obbo, Lobone and Pageri payams of Magwi county. However, the 3 CBOs will specifically be involved in protection and human rights, land ownership rights and Climate sensitive land use, and gender justice.

#### **2. Introduction to the project**

**Project title:** Promoting Socio-Economic Integration of Returnees and Receiving Communities in Magwi County.

The project aims at contributing towards socio-economic reintegration of returnees in Magwi County to improve primary education coverage for school-age children from returning and receiving communities, use of safe drinking water and livelihood opportunities for returnees and members of the receiving communities, and communities' involvement in Human Rights, Social Cohesion and Community based Psychosocial Support in Magwi County enhanced.

The project will also aim at addressing gender Justice as a cross-cutting theme to ensure that in all activities, gender equity is observed. This will be addressed right from the formation of project structures, selection of project beneficiaries, and the continuous analysis of gender balance throughout the project as well as awareness-raising on climate change related issues.

The project will further use all activities to alert communities about the prevention of Covid-19, all WHO-recommended preventive measures will be adhered to during project intervention.

**Overall Objective:** To contribute to socio-economic reintegration of returnees in Magwi County of Eastern Equatoria State of South Sudan. To facilitate the smooth reintegration of returnees in the receiving community, the project will engage local authorities, the elderly, youth, and women groups on human rights-related matters, land rights, and climate change issues.

**Specific Objective:**

Communities' involvement in Human Rights, Social Cohesion and Community based Psychosocial Support in Magwi County is enhanced.

**Outcome indicators:**

- 90% of the community-based project structures are able to adopt community based psychosocial approach in Human Rights and social cohesion.
- At least 3 policies at local or state level are reviewed to address the rights of returnees and receiving communities at end of the project

**Output indicators**

- # people (Returnees, Clan Elders, Youth, Women, State Authorities and Police) attending peace building trainings

**Main activities**

- Advocate for (i) protection and human rights, (ii) land ownership rights and climate sensitive land use, and (iii) gender justice.

**3. Purpose:**

This partnership assignment aims at building the capacity of local Community Based Organization (CBOs) to advocate for human rights, land ownership rights, and gender justice

**4. Institutional Framework.****1. Role of Community Base Organization (CBO).**

- Develop a specific set of activities based on any or all the three thematic areas of (i) Protection and Human rights, (ii) land ownership and climate sensitive land use and (iii) gender justice/equality depending on CBO's capacity.
- Implement and follow up of activities.
- Prepare and submit comprehensive reports throughout project implementation: financial and narrative reports.

**2. Role of LWF.**

- Provide technical and financial support to ensure effective and efficient activity implementation.
- Provide field coordination support through the LWF team in Juba and Magwi offices
- Monitor and evaluate implementation of activities.

**5. Requirements for Submission of Expression of Interest**

Interested CBOs should submit the following:

1. Cover letter signed by the Executive director or equivalent.
2. Two reference letters from current or former funding agencies.





3. General capacity related information (as per the guidelines provided herein)
4. Concept note (covering any of the three thematic areas or all: human rights, land ownership rights, and gender justice. Follow the Concept Note guidelines provided herein)

**General capacity related information. Provide information as per below guidelines:**

**A. Organizational profile:**

Submit organizational profile capturing the following details:

1. Location of office(s) in the country:
2. Number of staff (including disaggregation by gender): (please attach your office organigram)
3. Method of selection of your organization's leadership (election or appointment, and by whom):
4. Main focus of the organization (humanitarian, development, human rights etc)
5. Main types of operational activities carried out:
6. Annual budget:
7. Type of governance and number of governance members (also disaggregated by gender) (please attach your constitution/by-laws)
8. Is the organization legally registered in South Sudan country *(if yes, list date of registration and provide copy of registration document: If no, please explain the reason)*
9. List overall goal and key documents and policies of the organization including but not limited to code of conduct, HR/Admin, procurement, child protection

**B Partnership**

Provide summary of the organization's approach towards target communities and affected populations, on accountability, staff competencies, community access to timely and relevant information about the organization and its activities, to listen to and incorporate views and analysis of target communities and affected populations in program decisions; - to establish systems enabling target communities and affected populations to raise complaints and receive responses through an effective complaints procedure and to develop mutual learning from the experience of partnership as means to improve performance

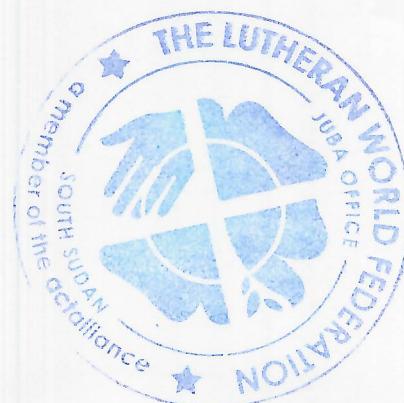
**C. Program Management**

1. List similar projects being or implemented
2. Provide brief summary of your approaches to program management
3. Describe your organization's knowledge of cultural awareness, knowledge of local conditions, ability to work effectively at the grass roots level, and cooperation from local authorities
4. Provide brief summary of in-country networks you work with
5. Provide brief summary of Planning Monitoring and Evaluation system

**D. Financial Management**

1. Does the organization have the authority to operate a bank account in the country?
2. Does the organization agree to maintain a separate bank account for LWF/DWS funding?
3. Describe your organization means of accounting
4. Provide brief summary of internal financial control mechanisms to exercise adequate control on disbursements and purchases
5. Provide the last audit report and list strong and weak points

**E. Human Resources management**





1. List planned number of staff for this project

**F. Overall resource contribution:**

1. Would the organization be able to contribute to the project, in financial, material or other ways?
2. List main funding sources for the organization

**Concept Note: (Submit a concept note as per the following guidelines/ requirements):**

The Concept Note should cover any of the three thematic areas or all: (i) Protection and human rights, (ii) land ownership rights and climate sensitive land use, and (iii) gender justice subject to CBO's capacity to undertake activities in those areas. The Concept Note should be two pages maximum. It should contain clear and concise information, on why the organization should be considered for project implementation by the LWF/DWS and its Country Program:

Please describe the unique advantage your organization brings to the project for achieving the desired outcome for the target communities and populations

**A. Project Goal and Envisaged Outcomes**

Brief description of the proposed innovative project idea and its expected outcomes for the target communities and populations.

**B. Methodology and approach**

Brief description of the methodology and approach to be used for the project to address the need and achieve the desired outcome for the target group.

Describe how the methodology and approach links/complements LWF's objectives for the target group.

**C. Resources**

Brief description of how the required resources would be mobilized and express the likely total cost of the project, including total funding to be requested from LWF, the organization's contribution (monetary and/or non-monetary resource) as well as any contributions by other donors.

**D. Technical capacity**

Brief description of the distinctive technical capacity and strengths, including past experiences, to deliver the desired outcomes of this project.

Brief description of who will be carrying out the project's activities? Directly by the partner, other partners, commercial contractors or other entities?

Will other partners, commercial contractors, other stakeholder be involved?

Brief description of how your organization would manage monitoring, evaluation and learning including improvements. How many projects (and total budget) is the organization currently implementing?

Brief description of areas of improvement for which the organization may require support.

**E. Expectations**

Brief description of the expectations the organization has of this strategic partnership with LWF for the successful joint intervention.

Any other information the organization would like to provide to LWF



## **6. Timeline**

The interested CBOs should express their interest beginning on **20<sup>th</sup> April 2021** and closing on **11<sup>th</sup> May 2021**.

## **7: Eligibility Criteria**

The eligibility criteria will include but not limited to:

- Duly registered with a valid RRC Certificate.
- Has been existence for more than one year
- Present and operational in Eastern Equatoria. Presence in Magwi County will be an added advantage.
- Has evidence of previous engagement in similar areas to which the CBO is applying for partnership.
- Has recommendation from a reputable NGO on previous partnership or collaboration.
- Demonstration of prudent financial, procurement and administrative procedures including authority to operate a bank account in South Sudan.

**NB:** Any employee, consultant, contractor or the supplier undertaking an activity on behalf of LWF must sign the **Code of Conduct and Child Safeguarding** – Declaration of Acceptance Form and comply with the LWFs Child Safeguarding Policy which is a statement of LWF's commitment to preventing abuse and protecting children with whom it comes into contact.

## **Application:**

All documents related to this EoI should be submitted electronically or physically on or before **7<sup>th</sup> May 2021** through [consultancy.southsudan@lutheranworld.org](mailto:consultancy.southsudan@lutheranworld.org) or at LWF office in Juba in Buluk Area or Magwi town.

