

Attachment A: Scope of Work (SOW)

MARKET ASSESSMENT, GENDER ANALYSIS & FOOD SECURITY BASELINE STUDY IN SELECTED COUNTIES IN 5 STATES OF SOUTH SUDAN

STTA Title:	Market Assessment, Gender Analysis & Food Security Baseline Consultant firm
Contract Name:	Resilience through Agriculture South Sudan (RASS)
Estimated Period of Performance:	40 Calendar days from contract award date
Place of Performance:	Five States and 13 Counties in South Sudan: Wau, Jur River, Pibor, Akobo, Budi, Uror, Duk, Panyijar, Leer, Mayendit, Ulang, Baliet, Kapoeta North
Donor:	United States Agency for International Development (USAID)
Partners:	DAI, CARE International, IFDC & WDG

1) RASS ACTIVITY DESCRIPTION

USAID’s four-year (2021-2025) Resilience through Agriculture in South Sudan (RASS) Activity will improve food security and community household recovery and resilience in 13 target counties, reducing long term reliance on humanitarian assistance. To achieve this ambitious aim, RASS will employ a resilience pathways approach to improve the effectiveness of local systems and strengthen the capacities of community groups to achieve gender responsive and diversified market-sensitive production; facilitate increased production of diverse nutritious foods by strengthening productivity, reducing food loss, and improving nutrition behaviours; and strengthen and expand household and community opportunities for sustainable, locally driven livelihoods. RASS targets graduating communities from high integrated food security phase classifications to low IPC acute food insecurity and support a change from a focus on humanitarian assistance to inclusive development assistance and economic growth.

2) BACKGROUND

South Sudan’s rural areas are generally remote, with poor infrastructure, limited health and education services, weak institutions and human capacity, and a nascent private sector. Largely outside the formal economy, livelihoods are resource-based and often insufficient to enable households to sustain and recover reoccurring shocks and stresses and break out of poverty. According to the Integrated Phase Classification (IPC) scale, most of South Sudan is in a state of acute food insecurity (phase 3) or worse, in a food emergency (phase 4), indicating severe levels of acute and chronic malnutrition. In addition, extended periods of intense conflict for more than 40 years have weakened social cohesion, eroded trust within and between communities, and resulted in significant levels of trauma and gender-based violence (GBV). Women have had less access and agency in economic, political, and social decision making and opportunities due to existing gender inequalities, patriarchal social norms, and a toxic concept of masculinity. Polygyny and early and forced marriage are legal and constitute an impediment toward women’s agency, equality, and result in severe negative consequences for

girls/women's health. Historic tensions, a "gun culture," increasing competition for natural resources, lack of employment options, inflation of the "bride price," and the combination of weak infrastructure and unpredictable civil insecurity present a challenging operating environment.

Since South Sudan's independence in 2011, international assistance—totaling more than \$10 billion—has focused on saving lives. USAID has designed the RASS Activity as a vital companion to the many humanitarian relief and recovery efforts. Layering, sequencing, and integrating development activities with these efforts, RASS will strengthen capacities to sustain gender-responsive, diversified, and market-sensitive agricultural production; increase availability of, access to, and utilization of diverse, safe, and affordable diet; and expand opportunities for sustainable, locally driven livelihoods, thereby graduating communities from emergency to insecure, per the IPC classification.

3) CONTEXT OF THE CONSULTANCY AND GENERAL TECHNICAL REQUIREMENTS

As part of RASS' start-up foundational activities, RASS will conduct Market Assessment, Gender Analysis & Food Security baseline study and establish a Baseline in all the locations in line with the result framework indicators. These assessments will be important to:

A) Market Assessment:

- Generate clear understanding of the major crop and livestock opportunities, as well as non-farm/off-farm income generating opportunities in the areas of intervention.
- Conduct a context specific gender analysis to explore market constraints contributing to poverty, food insecurity, and malnutrition in the target Counties guided by CARE's Market Analysis Framework.
- Establish baseline information to inform the activity monitoring and evaluation plan (AMELP) and support objectives 1 and 3 of the RASS activity which will be Strengthen local systems' and community groups' capacities to sustain gender responsive, diversified, and market-sensitive agriculture production, RASS will increase gender-responsive, diversified, and market-sensitive agricultural production by building the capacity of community groups—which are an integral part of local systems—and of other local system actors to provide extension services, technologies, and services.
- Help identify the entry points and opportunities to address the constraints to improving local agricultural systems, supporting RASS' implementation methodology to develop county-specific interventions, assessing current conditions and factors that will help identify optimal pathways for achieving results.

B) Gender Analysis:

- Explore gender constraints contributing to poverty, food insecurity, and malnutrition in the target Counties.
- Examine gendered vulnerabilities around socio-cultural norms, behaviors, and religious practices that influence patterns of power, decision making, access and control of assets and how these impact food security, productivity, and incomes.
- Establish baseline information against which the project log frame indicators at community level which will be used as a threshold for this project to assess progress, outcomes, and impact and inform the activity Monitoring, Evaluation and Learning Plan (AMELP) and for planning activities that will transform behaviors stemming from toxic masculinity (i.e., a woman being

unable to make important decision on her health and use of income earned without agreement from her husband) to those that promote equality and positive or co-responsible masculinity.

- Help identify the entry points and opportunities to address the constraints stemming from toxic masculinity, supporting RASS' implementation methodology to develop county-specific interventions, assessing current conditions and factors that will help identify optimal pathways for achieving results.

C) Food Security Baseline Assessment:

- Engage with the WFP, FAO, Famine Early Warning Systems Network (FEWS NET), the local IPC, IPs, and the Ministry of Agriculture and Food Security and national bureau of statistics (NBS), World bank & UNFPA to obtain latest available data on Household Dietary Diversity Score and Food consumption score (FCS), then conduct subsequent formative research, qualitative assessments in the selected counties such as focus group discussions (FGDs), KIs and barrier analysis. This will help RASS project team better understand the food security situation and root causes. Using the findings, the RASS project team shall sequence, layer, and integrate activities with those of aforementioned organizations to improve behaviors associated with nutrition, hygiene, gender norms, maternal diets, and infant and young child feeding practices.
- Establish baseline information against which the project log frame indicators at community level which will be used as a threshold for this project to assess progress, outcomes, and impact and inform the activity Monitoring, Evaluation and Learning Plan (AMELP).
- To develop practical recommendations based on the findings of the Food security baseline to improve household dietary diversity.

4) OVERVIEW OF THE CONSULTANT'S TASKS

- The Consultant firm will be contracted by DAI/RASS and facilitated by CARE's FSL, Gender and Nutrition Specialists, in collaboration with the relevant RASS team. The Assessment Consultant will receive technical direction from the DAI/RASS MEL/CLA Director, who will provide technical approval for all deliverables described in this TOR/SOW.
- Troubleshoot and work with local stakeholders and counterparts to identify and source information to confirm community buy-in for work conducted and data gathering.

Proposed data collection methodology:

- Qualitative and quantitative methods in gathering information from both primary and secondary data sources.
- Household surveys (remote and face to face)
- Focus Group Discussions (To be conducted ensuring COVID-19 guidelines)
- Key Informant Interviews
- Review of secondary data
- Mapping

To meet the technical requirements defined in this terms of reference (TOR)/scope of work (SOW), the consultant firm will perform four (4) main deliverables:

Phase	Deliverables	Submission deadline from contract start date (Day)
1	Deliverable 1: Inception report which includes survey methodology, assessment and research questions & questionnaire design, Report Outline Development in consultation and approvals from relevant RASS activity leads with timelines and participation in Inception workshop	5 calendar days
2	Deliverable 2: Community Engagement, meeting with key partners, stakeholders and key informants, Field quantitative & qualitative Data Collection -, weekly/biweekly meetings or field updates/progress reports Debriefing with summary of findings,	20 Calendar days after contract award)
3	Deliverable 3: Data analysis, submission of draft report	30 calendar days after contract award
4	Deliverable 4: Final Report: 3 separate reports, each for Market Assessment, Gender Analysis & Food Security Baseline Study, South Sudan Context Specific Standard HDDS questionnaire, fully completed indicator table with current baseline data for 32 indicators and all assessment raw and cleaned datasets and data quality reports.	40 Calendar days after contract award

5) OBJECTIVES & EXPECTED OUTCOMES FROM THE ASSESSMENTS

(A) Market Assessments:

i) MARKET ANALYSIS

The key objectives of the study is to conduct an in-depth, gender-sensitive, participatory market assessment to identify conflict and gender sensitive Agriculture, income generating activities/micro-enterprises and relevant market linkages within and across communities, including Value Chain Analysis and Market Assessment of agricultural and non-agricultural commodities shedding light on the status and viability of existing and potential markets and determine which hold promise of product expansion, market viability, value addition opportunities, quality improvement and input availability to small producers to provide evidence-based baseline information to program design.

The participatory aspect entails that the assessment methodology must be inclusive of project beneficiaries, particularly women, youth and other vulnerable groups. The specific objectives include:

- a) Establish baseline information against which the project log frame indicators at community level which will be used as a threshold for this project to assess progress, outcomes, and impact and inform the activity Monitoring, Evaluation and Learning Plan (AMELP).
- b) To determine how shock and stresses have affected people's access to essential commodities in the markets
- c) To identify market systems, market actors in order to align ways to assist the shock-affected populations.

- d) Map micro, small, and medium-sized enterprises (MSME) and local organizations that could benefit from upgrades to food processing equipment/technology.
- e) To assess and explore opportunities for alternative indirect forms of market support that can rehabilitate or assist recovery of critical market systems.
- f) To provide recommendations to improve the quality of response through better knowledge of how critical market systems work, their potentials and vulnerabilities and make appropriate decisions to support and make use of local market-systems in recovery.
- g) Review existing Value Chain Analyses and Market Assessments of agricultural and non-agricultural products, other recent Household Economy Analysis, market surveys and other relevant project documents.
- h) Draft an appropriate methodology and research questions for primary data collection and develop data collection tools (e.g. market survey, interviews with market actors, key informant interviews) that will be used to conduct the Market Assessment and Value Chain Analysis (to be reviewed by CARE & DAI). The methodology should specifically consult, and identify opportunities for, women, youth and teenagers (male and female).
- i) Plan and conduct a Market Assessment and Value Chain Analysis focusing on:
 - Identification of major local, regional and, if applicable, distant markets for agricultural produce including sorghum, maize, cowpeas, beans, and vegetable, fish, livestock and poultry.
 - assessment of size of markets, volume of sales, market integration/segmentation for sorghum, maize, cowpeas, beans, and vegetable, fish, livestock and poultry.
 - Identification of major local, regional and, if applicable, distant markets for production, processing and storage of agric produce including sorghum, maize, cowpeas, beans, and vegetable, fish, livestock and poultry.
 - local market structure and enabling environment (e.g. security, cultural issues or policies affecting market access)
 - market actors (consumers, sellers, traders, middle-men, employers) behaviour
 - procurement mechanisms, market requirements (standards, conditions for delivery) and prices, etc.
 - Other areas as identified by the methodology and data collection
 - Include assessing markets for services, not only products
 - Draft a Market Assessment and Value Chain Analysis report, which includes an executive summary and practical recommendations that can be used to inform RASS intervention in the 13 counties and ensure viability, appropriateness, and ultimately sustainability.
- ii) **Market Mapping**
 - Map local potential markets of Sorghum, Maize, Vegetables, fish, livestock and poultry as well as related obstacles
 - Analyse current market trends and dynamics in terms of market demand and supply, price scheduling mechanisms including the role of the barter economy, market determinant factors, supply chains and government market regulatory and control mechanisms
 - Analyse possible potential conflict risks the project beneficiaries may face in market and suggest possible mitigation measures
 - Analyse the potential of local market opportunities as an entry point to conflict transformation
 - Identify relevant producer organizations and if applicable, marketing models that the producer organizations can adopt

- Explore micro financing institutions in the area and illustrate how the producer organizations can be linked with them
- understand the coping mechanisms and the current livelihoods practices of the target communities and recommend alternative approaches to diversified livelihood options
- identify (I)NGO, NNGO, CSO and other actors relevant for the market and describe potential for synergies

iii) Value Chain Identification and Analysis

- Identify the value chain with the biggest potential for development and scale up, with a particular emphasis on value chains across communities and value chains of joint interest for men/women
- Identify the lead actors and horizontal and vertical linkages of value chains actors
- Assess the resources, skills and capacities of small farmers related to procurement of inputs and production of Sorghum, Maize, Vegetables, fish, livestock and poultry.
- Understand the existing market situation and nature of bargain taking place between different market players in the study area (relationships, attitudes and behaviors).
- Assess the existing infrastructure and market access for the product and its producers, with a particular sensitivity to gender-specific differences
- Understand the capacity of producers and their organizations (POs) to access services, credit, information, inputs and resources.
- Identify which factors in the institutional environment are impeding or supporting the further development of the value chains at hand (institutional factors such as e.g. land rights, legal protection, insurance and risk, extension services and business service providers etc.)
- Suggest improvements in the value chain system for improved linkages of the farmers with the major markets and increased incomes from their produces

B) GENDER ANALYSIS

The purpose of this gender analysis is to provide pertinent information for the USAID RASS activity to enable gender integration within the Project design and explore further research questions that can be answered throughout the life of the project. In light of this purpose, the analysis will identify design priorities and considerations for the Project, addressing issues such as:

- Gender participation gaps which may affect key results of the activity, based on Project purpose, theory of change, and intervention areas.
- Potential priority intervention areas, as determined by key inequalities among genders, focusing on women and youth, noting good practices from South Sudan or worldwide to address these areas.
- Potential risks and differential effects with approaches for mitigation or monitoring.
- Collect and analyze data in line with USAID Gender Domains below:

USAID GENDER DOMAINS

DOMAIN	DESCRIPTION
Laws, Policies, Regulations, and Institutional Practices	The gender analysis will identify the extent to which laws, policies, regulations, and institutional practices contain explicit gender biases (e.g., explicit provisions that treat males and females differently; laws and regulations that criminalize and/or restrict individuals on the basis of their gender identity or expression) or implicit gender biases

DOMAIN	DESCRIPTION
	(e.g., the different impacts of laws, policies, regulations, and practices on men and women because of different social arrangements and economic behavior).
Cultural Norms and Beliefs	Every society has cultural norms and beliefs (often expressed as gender stereotypes) about what are appropriate qualities, life goals, and aspirations for males and females. Gender norms and beliefs are influenced by perceptions of gender identity and expression and are often supported by and embedded in laws, policies, and institutional practices. They influence how females and males behave in different domains and will be explicitly identified in the gender analysis because they affect potential participation of males and females in project activities.
Gender Roles, Responsibilities, and Time Use	The most fundamental division of labor within all societies is between productive (market) economic activity and reproductive (non-market) activity. This is the central social structure that characterizes male and female activity. The gender analysis will examine what males and females do in these spheres, including roles, responsibilities, and time use during paid work, unpaid work (including care and other work in the home), and community service to get an accurate portrait of how people lead their lives and to anticipate potential constraints.
Access to and Control over Assets and Resources	A key component of gender analysis is an examination of whether females and males own and/or have access to and the capacity to use productive resources – assets (land, housing), income, social benefits (social insurance, pensions), public services (health, water), technology – and information necessary to be a fully active and productive participant in society. Analysis of this domain will also include an examination of how a society’s acceptance (or lack thereof) of individuals’ gender identity and/or expression may influence their ability to access and control resources. Gender gaps in access to resources will be identified.
Patterns of Power and Decision-making	This domain of gender analysis examines the ability of women and men to decide, influence, and exercise control over material, human, intellectual, and financial resources, in the family, community, and country. Issues of power often crosscut the other domains of gender analysis as well.

The specific objectives include:

1. Greater understanding of gender and power relations in the prioritized counties between men, women, boys and girls, the division of labor between men and women, including productive labor, domestic labor (household and child rearing) and community work.
2. Informed understanding of who has access to, and control over resources, with specific attention to food security and livelihoods.
3. List of opportunities and barriers to men’s and women’s participation, as well as youth’s participation, in agriculture and economic activity and the resulting impact on production, access to, and utilization of diverse, safe and affordable diet.
4. Understanding of current cultural practices which promote and/or hinder gender responsive, diversified, and market-sensitive agricultural production and specifically those that exacerbate gender-based violence and limit women participation in economic, political, and social decision making
5. Documented opportunities for sustainable, locally driven livelihoods and gender-responsive, diversified, and market sensitive agricultural production.

C) FOOD SECURITY BASELINE ASSESSMENT:

The purpose of the food security baseline survey in the selected counties is to set baseline values for the outcome indicators against which the activity progress will be monitored and evaluated. The survey will generate adequate baseline information (quantitative and qualitative) and obtain latest available data from the selected counties on Household Dietary Diversity Score (HDDS) , Food consumption score (FCS), coping strategy index, Crude death rate (CDR) and other relevant data including county specific market and seasonal calendar.

The objectives of the food security baseline assessment are:

- Engage with the WFP, FAO, Famine Early Warning Systems Network (FEWS NET), FSNMS, the local IPC, IPs, and the Ministry of Agriculture and Food Security and national bureau of statistics (NBS), World bank & UNFPA to obtain latest available data on Household Dietary Diversity Score , Food consumption score (FCS) and Crude death rate (CDR) , then conduct subsequent formative research, qualitative assessments in the selected counties such as focus group discussions (FGDs), KIIs and barrier analysis. This will help RASS project team understand why dietary diversity is limited. Using the findings, the RASS project team shall sequence, layer, and integrate activities with those of aforementioned organizations to improve behaviors associated with nutrition, hygiene, gender norms, maternal diets, and infant and young child feeding (i.e., mothers stopping breastfeeding when they are pregnant).
- Coping mechanisms in selected counties
- Market & seasonal calendar in selected counties
- Establish baseline information against which the project log frame indicators at community level which will be used as a threshold for this project to assess progress, outcomes, and impact and inform the activity Monitoring, Evaluation and Learning Plan (AMELP)
- To help understand household's access to a variety of foods and barriers to nutrient adequacy of the diet of individuals.
- To develop practical recommendations based on the findings of the Food security baseline to improve food security.

D) GATHER/ ESTABLISH BASELINE ON THE FOLLOWING RASS ACTIVITY INDICATORS:

The RASS team want to ascertain the current status /data and mapping of each of the activity indicators at the start of the activity implementation. Hence the consultants is required to use mixed methods (HH survey, KI, Focus group, latest secondary data from reliable sources e.g – WFP, FSNMS, NBS, FAO, Nutrition cluster, UNOCHA, UNFPA, World bank) All sources of the baseline data should be clearly indicated in the indicator table. This should be desegregated per country and overall average figure in number or percentage where applicable.

Indicator Table

S/N	INDICATOR	CURRENT BASELINE DATA	DATE OF BASELINE	SOURCE
1	Food consumption score (FCS)			
2	Household dietary diversity score (HDDS)			
3	Number of individuals in the agri-food system who have applied improved management practices or technologies with USG assistance. [EG.3.2-24] ¹			
4	Percent increase in yield of targeted agricultural commodity			
5	Value of annual sales of producers and firms receiving USG assistance [IM-level] [EG.3.2-26]			
6	Number of hectares under improved management practices or technologies with USG assistance [IM-level] [EG.3.2-25] ²			
7	Number of individuals who have received short-term agricultural sector productivity or food security training			
8	Indicator 8: Number of individuals participating in USG food security programs [IM-level] E.G. 3-2			
9	Indicator 9: Number of tons of seeds produced by local seed producer groups			
10	Value of agricultural output			
11	Percentage of youth who participate in civic engagement activities following soft skills/life skills training or initiatives from USG assisted programs. - Youth-2:			
12	Number of public-private partnerships formed			
13	Number of women reporting increased autonomy in ag-related decision-making			
14	Percentage of participants reporting increased agreement with the concept that males and females should have equal access to social, economic, and political resources and opportunities [GNDR-4]			
15	Percent of female participants of USG nutrition-sensitive agriculture activities consuming a diet of minimum diversity [IM-level] [EG.3.3-10]			
16	Number of children under five (0-59 months) reached with nutrition-specific interventions through USG-supported programs [IM-level] HL.9-1			
17	Number of children under two (0-23 months) reached with community-level nutrition interventions through USG-supported programs [IM-level] HL.9-2			
18	Number of pregnant women reached with nutrition-specific interventions through USG-supported programs [IM-level] HL.9-3			
19	Percent of female participants in USG-assisted programs participating in joint HH decision making			
20	Number of producers involved in diversified crop production			

¹ Indicator contributes to the USAID/South Sudan PMP/PPR

² Indicator contributes to the USAID/South Sudan PMP/PPR

S/N	INDICATOR	CURRENT BASELINE DATA	DATE OF BASELINE	SOURCE
21	Number of entities (local organizations) supported to improve post-harvest storage and preservation			
22	Number of SBC campaigns launched to promote nutrition sensitive behaviors			
23	Number of men reported shared or delegated ag-related HH decision-making			
24	Number of individuals participating in USG-assisted group-based savings, microfinance, or lending programs [IM-level] [EG4.2-7]			
25	Number of new enterprises started by youth and by women			
26	Percent of participant farmer households with increased asset ownership			
27	Percentage of female participants in USG-assisted programs designed to increase access to productive economic resources (assets, credit, income, or employment) [GNDR-2]			
28	Number of users of market, weather, and climate information systems			
29	Percent of participant communities with disaster early warning systems in place			
30	Number of people using climate information or implementing risk-reducing actions to improve resilience to climate change as supported by USG assistance [EG.11-6]			
31	Number of activity and sub-award scopes that identify specific climate risks and mitigation measures.			
32	Crude death rate (CDR)			

6) TASKS

6.1) TASK 1: Assessment Design and Report Outline Development (3 days estimated LOE). Once contracted, the consultant will participate in an inception planning meeting to discuss and agree on the methodology, design, tools, data quality techniques and technical parameters of the assessments, including agreement on the data needed for calculating baseline values. Discussions will also include the proposed outline for the final report of the assessments, which the consultant will be responsible for writing and finalizing, as well as providing completed MEL forms that could include list of individuals and/or organizations consulted during the field implementation portion of this consultancy. The inception planning meeting will at minimum include members of the CARE/RASS team, IFDC/RASS team, the MEL/CLA Director, and Deputy Chief of Party of the RASS Activity.

The methodology expected for qualitative and quantitative gathering of information from both primary and secondary data sources will include, but not be limited to:

- Defined sampling method, sampling size, and targeted respondents for the following data collection methods:
 - ✓ Household surveys (remote and face to face)
 - ✓ Focus Group Discussions (To be conducted ensuring COVID-19 guidelines)
 - ✓ Key Informant Interviews
 - ✓ Review of secondary data

Following the inception planning meeting, the consultant will have two days to finalize the assessment methodology and design, list of individuals and organizations, and the report outline. The consultant will submit these for review and feedback from the MEL/CLA Director. The consultant will respond to the comments within 24 hours of receiving the feedback.

Prior to any travel to the counties, the consultant will work with the RASS Director of Finance and Operations to develop and finalize a detailed travel schedule and any required office support needed for the field work.

6.1.1. Deliverables Under Task 1: 1) Inception report with Assessment Methodology and Design, including list of individuals and organizations to be contacted with field implementation; 2) final Market Assessment Report Outline; and 3) final travel schedule for field work. **Due Date:** no later than five days upon contract signing.

6.2. TASK 2: Field Implementation and Data Collection

The Market assessment Consultant will travel to the 13 counties of **Wau, Jur River, Pibor, Akobo, Budi, Uror, Duk, Panyijar, Leer, Mayendit, Ulang, Baliét, Kapoeta North** and work collaboratively with the field activity team to undertake the assessments following the approved methodology and design. S/he will meet with the list of pre-identified individuals and organizations, informing the MEL/CLA Director and assigned CARE manager of any changes to the field schedule. The consultant will perform field implementation and data collection following the below guidelines:

- Only use pre-approved RASS data collection tools to complete field interviews and data collection in the assigned counties.
- Fully protect the identities of all individuals contacted, interviewed, and consulted.
- Hold consultative meetings with key community leaders, including youth and gender champions, to request or collect information for the assessments.
- Perform field verification of the information collected, respecting local culture, community specific context dynamics, and lines of authority.
- Fully complete any and all required fields of the approved assessment data collection tool.
- Observe local dynamics relative to the technical requirements of the gender assessment and document those observations when appropriate.
- Daily check in phone call to the MEL/CLA Director to debrief on the day's events.

Deliverables Under Task 2: completed raw field data collection and observations using the RASS approved data collection tools. **Due date:** no later than 24 hours upon returning from the field.

6.3. TASK 3: Finalization of the 3 Assessments (estimated LOE 5 days): Upon approval of Task 2 deliverables, the Consultant will collate, synthesize, and analyze the data and information gathered into a coherent, final draft gender assessment. The consultant will include observations from the field that will inform future activity planning as well as a list of recommendations identified through the county level consultations, interviews, and data collection.

Deliverables Under Task 3: final draft of the 3 assessments. Due Date: no later than 4.5 days upon returning from the field. The remaining 5 days will be reserved for responding to feedback from the MEL/CLA Director review.

Please note that the Questionnaire design, data collection and report writing must cover all aspects of the project activities, project objectives listed above and outcomes (identified in the project logframe) and research questions.

7) QUALIFICATIONS AND EXPERIENCE OF KEY PERSONNEL

The Consultant firm's team must include at least the following key personnel:

7a) MARKET ASSESSMENT SPECIALIST:

At minimum, the consultant must possess the following:

- Relevant Master's degree in Agriculture, Agricultural Economics, and developmental studies or any other related field
- Proven Strong demonstrated experience of market and value chain assessment of a similar or related assignment. This should be backed up by the number of similar research that has been conducted by the individual or institution.
- Minimum experience of 5 years in conducting market and value chain assessment using participatory methodologies with proven results.
- Demonstrated ability to write high quality, methodologically sound, analytical papers in English.
- Excellent organizing, facilitating, presentation, communication and report writing skills.
- Experience using feminist methodologies will be considered an asset.
- Experience in facilitating participatory workshops or consultations
- Good knowledge and proven experience in research design, implementation and data analysis
- South knowledge of the context in South Sudan and the geographic scope of the study
- Experience working or relating with relevant South Sudan authorities including National Bureau of statistics (NBS), RRC, State, County, Payam and Boma administrations.
- Excellent English language and writing skills

7b) GENDER ANALYSIS SEPCIALIST:

At the minimum, the consultant/s must possess the following:

- Relevant Master's degree in Gender and developmental studies or social sciences.
- Proven Strong demonstrated experience of gender analysis and power analysis of a similar or related assignment. This should be backed up by the number of similar research that has been conducted by the individual or institution.
- Minimum experience of 5 years in conducting gender analysis using participatory methodologies with proven results.
- Demonstrated ability to write high quality, methodologically sound, analytical papers in English.
- Excellent organizing, facilitating, presentation, communication and report writing skills.
- Experience using feminist methodologies will be considered an asset.
- Experience in facilitating participatory workshops or consultations
- Good knowledge and proven experience in research design, implementation and data analysis
- South knowledge of the context in South Sudan and the geographic scope of the study
- Excellent English language and writing skills

7c) TEAM LEADER/FOOD SECURITY BASELINE SPECIALIST:

At the minimum, the consultant/s must possess the following:

- Relevant Master's degree in Nutrition, Public health, Agricultural Economics, or any other related medical field
- Proven Strong demonstrated experience collecting, analyzing, and reporting on food security.

- This should be backed up by similar research that has been conducted by the individual or institution.
- Minimum relevant experience of 5 years using participatory methodologies with proven results.
- Demonstrated ability to write high quality, methodologically sound, analytical papers in English.
- Excellent organizing, facilitating, presentation, communication, and report writing skills.
- Experience using feminist methodologies will be considered an asset.
- Experience in facilitating participatory workshops or consultations
- Good knowledge and proven experience in research design, implementation, and data analysis
- Knowledge of the context in South Sudan and the geographic scope of the study
- Excellent English language and writing skills

8) Place of Performance:

The consultant firm will meet with RASS/HQ in Juba and then travel to the 13 counties in **South Sudan: Wau, Jur River, Pibor, Akobo, Budi, Uror, Duk, Panyijar, Leer, Mayendit, Ulang, Baliet, Kapoeta North,**

9) Technical Direction:

The RASS MEL/CLA Director will provide overall technical direction and acceptance of all consultant deliverables for this TOR/SOW.

10) RASS Expectations of the Consultant:

- The firm shall demonstrate their proven ability to deploy researchers and collect data in all the 13 counties simultaneously.
- The consultant firm will provide his/her own working laptop with fully functioning Microsoft Word, Excel, and PowerPoint.
- The consultant will provide his/her own cell phone and connect to the internet when in the field to remain in contact with RASS, using the Microsoft Teams or other web-based conference, when available including smart phones or tablets for mobile data collection
- Consultant/ firm will directly handle all costs including air tickets, and all other logistics including trainings, staff and enumerators incentives, community mobilization and any other cost associated with conducting the assessments.
- The consultant will work closely with the RASS operations team to ensure adherence to travel schedules and to troubleshoot any field implementation challenges.
- The consultant is expected to adhere to all updated safety guidelines and restrictions for COVID-19 and identify solutions that may arise from limitations with in-person meetings.
- Given the current restrictions in the country, the Consultant is expected to communicate any security restrictions that may impede their work.

11) RASS management and Support to the Consultant firm:

- i) RASS will provide the consultant with relevant project information and documents to facilitate planning, desk review, concept note design and secondary data analysis.
- ii) RASS will share available contacts for county level work and assist in the coordination, booking, and payment of approved regional travel arrangements.
- iii) RASS consortium partners will support the consultant remotely throughout the assessment. Whenever the consultant is identified, the consultant will work with the consortium members. The team will commence the inception process to:
- iv) Review of the survey protocols, sampling design, data collection plan, COVID-19 risk reduction plan.
- v) Review tools and approve final plan prior to commencing data collection
- vi) Provide technical support and oversight during data collection process

- vii) Support data validation through data reviews to identify outliers, clean the dataset, create new variables in advance of analysis by local consultant.
- viii) Support to focus the analysis on concepts/ theories upon which the project is designed on.
- ix) Review technical report on assessment data that includes conclusions in key areas or risk and areas of intervention focus.

12) Lessons Learned

The lessons learnt through the entire 3 assessments shall be documented and shared with RASS team so that they may be taken into consideration for future studies. The documentation of these lessons will be vital for reflection, growth and continued improvement.

13) Logistics

Quotations should be all inclusive, including air return tickets South Sudan and to field locations, vehicle hire and all other logistics including trainings, staff and enumerators incentives/per diems, accommodation, community, key informants and stakeholder mobilization and any other cost associated with conducting the assessment.

14) Payment Terms and Conditions

Payment will be made as follows:

Deliverable	Payment terms	% of the payment
Delivery Report for first stage of procurement Inception report which includes survey methodology, assessment and research questions & questionnaire design, Report Outline Development in consultation and approvals from relevant RASS activity leads with timelines and participation in Inception workshop	Upon acceptance of the deliverables by DAI RASS	20%
Delivery Report for second stage of procurement Community Engagement, meeting with key partners, stakeholders and key informants, Field quantitative & qualitative Data Collection (Debriefing & Summary of findings)	Upon acceptance of the deliverables by DAI RASS	40%
Delivery Report for third/ stage of procurement Data analysis & Submission of Draft report	Upon acceptance of the deliverables by DAI RASS	20%
Delivery Report for fourth/final stage of procurement Final Report - 3 separate reports, each for Market Assessment, Gender Analysis & Food Security Baseline Study, South Sudan Context Specific Standard HDDS questionnaire, fully completed indicator table with current baseline data for 32 indicators and all assessment raw and cleaned datasets and data quality reports	Upon acceptance of the deliverables by DAI RASS	20%
TOTAL		100%

****The total price of deliverables is inclusive of all costs to include labor, preparation costs, material costs, travel costs, VAT and any other direct or indirect costs necessary to provide services and deliverables under this project.

15) Additional Information

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

16) Ethical Considerations, Confidentiality and Proprietary Interests

- a. The Consultancy Firm holder needs to apply standard ethical principles during the course of the assignment. Some of these must deal with confidentiality of interviewee

statements when necessary, refraining from making judgmental remarks about stakeholders.

- b. 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 by 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.