



Norwegian People's Aid

Terms of Reference (TOR)

Socio Economic Survey Consultancy

Position:	Socio-Economic Survey Consultant
Responsible To:	Rural Development Program Manager
Location:	Bor South County- Jonglei State
Project:	Partnership for Building Resilience and Enhancing Livelihoods (BREL) of Conflict Affected Households in South Sudan
Provisional Time Frame:	30 Days Including Weekends
Tentative Start Dates:	15 th November 2021- 14 th December 2021

INTRODUCTION:

Norwegian People's Aid (NPA) South Sudan is an International Non-Governmental Organization involved in humanitarian, relief and long-term development cooperation in South Sudan. NPA has worked in South Sudan since 1986 and currently runs three programmes: Civil Society Development, Rural Development, and Emergency Response.

The NPA Rural Development Program have received funding from the NORAD Regional fund for a four-year (2020-2024) project titled "its Partnership for Building Resilience and Enhancing Livelihoods (BREL). The BREL project is designed to improve the resilience of the target households to shocks (economic, natural and conflict related) and contribute to livelihoods through improved household production and increased/diversified income sources. The overarching focus of the initiative is *to implement of of series of interventions that promote household/community food security, build the resilience and livelihoods of conflict affected households in South Sudan*. This will be done firstly by strengthening the capacity of smallholder farmers, groups and associations and local actors to provide an enabling environment for target households to engage in improved and more sustainable climate agriculture hence contributing to improved household production and productivity. Implementation, monitoring and evaluation of the initiative will be done in collaboration with local government authorities, local civil society organizations, National Non-Governmental Organization (NNGOs), pastoralists/agro-pastoralists, Community Based Organisations (CBOs), fisher-folk households, Community Animal Health Workers (CAHWs), farmer producer groups, farmer association groups/cooperatives, village and market committees and value chain actors. The BREL project will therefore seek to build on previous work conducted by NPA in the target locations funded by NORAD.

DESCRIPTION OF THE PROJECT:

The overall objective of Partnership for Building Resilience and Enhancing Livelihoods (BREL) is *"improved food security, livelihoods and incomes of conflict affected households in South Sudan"* with three specific outcomes:

Outcome 2: Improved Conflict mitigation, Natural Resource Management capabilities and resilience:

The project will aim to enhance the capacity of local government, community structures and traditional leaders to monitor and mitigate conflict along key fault lines. The project will work on building the capacity of peace committees and traditional leadership structures to act as agents of "peace" in the target areas. The action will create platforms through the peace conferences for community members to discuss and come up with solutions that generate peace and mitigate conflict. The proposed project will facilitate the formation of natural resources management committees (with representation by both men and women) for management of natural resources, conflict mitigation and risk management at community level and lead to

local planning processes. Furthermore, the initiative will build the capacity of communities and their institutions, including women's groups to identify risks and hazards as the basis for developing natural resource management plans at the community level. The project will seek to secure women and men's access rights to land and other resources by enabling the community to actively participate in the making of policies and decisions affecting their livelihood. The initiative will also enhance the capacity of primary stakeholders to access and improve the existing land and resource use systems and develop new ones (if necessary) for community-based resource management with a focus on sustainability and empowerment of the poor, women and other vulnerable groups. NPA will utilize approaches that seek to change harmful social norms and realize behaviour change at the individual, household, community and institutional level. This will include advocacy for the rights of women and youth as well as their social and economic empowerment in community and local government leadership positions. Traditional power holders, particularly male community leaders; influencers and youth, will be engaged in such behaviour change approaches, leading to more positive masculinities, while upholding the rights of and reducing violence against women and girls. This will involve enhancing social cohesion by creating communal spaces for community members to discuss key issues, and providing trainings and awareness raising on conflict mitigation and dialogue. Finally, the project will carry out needs assessment on community conflict resolution structures and undertake capacity building in order for community to collectively and effectively participate in and influence policy decisions.

PURPOSE OF THE SURVEY:

Overall objective:

The study is to collect and document information on existing **socio- economic** situation, level of education, physical infrastructure condition, existing natural and human resources and community's perception about the most important problems confronting them in the target county.

The broad objective of the survey is to provide information on social, economic and cultural profile insights of the study area. The survey will focus on collecting and analysing relevant information in terms of sources and level of income, food security situation, access and control to available productive resources, conflict and GVB at household level.

The Socio-Economic Survey information gathered is expected to be informed by both quantitative and qualitative data at household and community levels, which ultimately will be used to determine the extent that the BREL project will contribute to, *“improved food security, livelihoods and incomes of conflict affected households”* of the targeted communities in Bor South County, Jonglei State.

Specifically, the objectives of the survey are:

- To assess people's perception on their rights to land and other resources while ensuring reference to gender
- To ascertain existing natural resources-based conflicts causes, effects and the local resolution mechanisms at various levels and potential for strengthening such institutions.
- To analyse access and control over resources- (formal and informal institutions) at various levels governing the distribution and use of land and other resources with reference to roles, functions, inclusiveness and power relations and the livelihood security of different socio-economic groups.
- To assess the need and the means of the community to enhance their capacity to collectively and effectively participate in and influence policy decisions.
- To identify resource use regimes, systems, pattern/ season variations, mobility, and the interactions arising.
- To assess the needs and capacities of the communities and households pertaining to equitable distribution of resources and enhanced productivity by analysing present resources management systems.
- To collect and analyse the relevant information of existing situation of project's targeted beneficiaries (including disadvantaged households and impact of Covid 19 to target beneficiaries and project implementation), service providers, and/or related stakeholders.

METHODOLOGY:

The desired methodology for conducting this survey is participatory approach involving stakeholders (Local Authorities, State officials, County Authority officials during the process of data collection. The consultant will however provide leadership and bear responsibility for the process, the findings, the comments and the content of the final document. The methods of data sources should be based on quantitative household interviews and qualitative data collection techniques involving key informant interviews (KII), focus group discussion (FGD) and literature reviews for secondary data. The design and implementation of the survey must also ensure that principles of gender equality, inclusion and non-discrimination are considered and acted upon throughout, and that the meaningful participation of the most vulnerable groups and other key stakeholders is promoted in the design and implementation of the study.

SCOPE OF WORK.

The scope of the survey is limited to collecting data (household data, KII/ FGD data) which may also include reference to very credible secondary data sources relevant to the study objectives within the target County. To accomplish the scope of work, the consultant will perform the following duties:

- Submit Socio Economic inception report to Rural Development Program Manager/his designate.
- Holding consultative meeting with staff and management of NPA in Juba, BREL staffs at field level and other key stakeholders including relevant government offices within the target location.
- Hold preparatory planning meetings with key stakeholders and hold training workshop on the data collection enumerators
- Holding Focus group discussions, use of household questionnaires with project direct beneficiaries and stakeholders (Local leaders, government officers etc).

DELIVERABLES:

- Socio-Economic Survey Report of not more than 30 pages each of the main body (annexes could be as many as necessary) that includes recommendations on actions to address and lesson learnt will be delivered to NPA office Juba at the end of the assignment.
- Preliminary report (findings) of the Socio-Economic Survey will be shared with the field team at field level, at the respective County Head Quarter, and in Juba Office with the rural development program staffs before the final report write-up.

Other key deliverables include:

- Raw data set collected during the survey presented in the form of excel or SPSS for possible future use.
- Validation workshop with NPA staffs including key stakeholders from relevant government departments.
- A formal presentation of the key findings at NPA Field office or in Juba
- Submission of first draft report to NPA for comments

REPORTING:

The consultant will be required to report on regular basis to the Rural Development Program Manager or his designate and or to the NPA M&E Coordinator on the progress of the survey, which will have the overall responsibility of the survey.

RESPONSIBILITIES OF THE CONSULTANT:

The consultant is required to perform the following tasks:

- Recruitment of Survey Enumerators: (M&E Coordinator and the project team leader will provide additional support on this during the survey exercise)
- Prepare the sample of the survey: (this will be reviewed and approved by the NPA M&E Coordinator)
- Conduct survey enumerators training for participants: (consultant to provide relevant training materials/ handouts)
- Training on use of Mobile Data Collection tools (Tablets/ smartphones), survey questionnaires and methodology

- Coordination and supervision of data collection in target location
- Checks for data quality conducted throughout the data collection period, data entry and final data cleaning
- Completed data collection for target locations produced
- Conduct data analysis and draft report write up
- Collation of inputs from relevant programme staff, finalization of recommendations
- Produce the finalized Socio-Economic Survey report

RESPONSIBILITIES OF THE NORWEGIAN'S PEOPLE AIDS- NPA

The Norwegian's Peoples Aid will be responsible to;

- Provide payment and cover other necessary cost with the survey enumerators.
- Provide/ assigned staffs (M&E Coordinator and the project Team Leader in the field) for coordination on planning of the survey
- Provide vehicles to facilitates the data collection processes
- Provide flights/ transport to and from field location
- Provide population data for sampling for the target location
- Provide review to questionnaires installed into MDC tools (tablet/ smart phones)
- Provide survey enumerators training materials (flip chart, note books, marker pens, projector and training space)
- Facilitates the piloting of developed tools/questionnaires after enumerators' trainings.
- Provide relevant security briefings and organize relevant travel permits if required.
- Provide Smart Phone and power banks for data collection

CONDITIONS OF WORK:

- During the period of this job, the consultant will be based in NPA Field office or Accommodated in Hotel by NPA with frequent travel to field locations for data collection supervisions and monitoring. He will be asked to overnight in the far counties of the target project sites under NPA cost if in hotel and or in NPA guest house.
- The consultant will be required to abide by NPA security procedures and other relevant policies, e.g. Code of Conduct, Conflicts of Interest, which are outlined in the contract for this Job.
- All raw data collected and reports generated will remain the property of the Norwegian Peoples Aid- NPA and the consultant will have no any rights of ownership after the end of the survey.

TIME FRAME:

- This assignment will last approximately for 30 days starting from 15th November 2021- 14th December 2021
- The timeframe assumes data collection with electronic handsets, and as such does not include time for data entry.
- For applicants intending to propose data collection using paper questionnaires please indicate this clearly in the proposal document.
- The overall work should be completed in not more than 30 days including the final approved report for the Survey.

QUALIFICATIONS AND EXPERIENCE:

REQUIRED:

The successful candidate should:

- Have an advanced university degree or the equivalent, with advanced education in Statistics, M&E, development studies, qualitative and quantitative research studies with at least 3years of experience in conducting similar research for socio economic studies, with a specific competency in humanitarian emergencies setting.
- Have significant experience in undertaking surveys using quantitative and qualitative methods (Design and Methodologies, staff recruitment and training, field supervision and data analysis/write up).

- Be familiar with the use of mobile data collection tools (MDC) and able to upload and manage cloud data as required by the organization. The firm should have its own devices for data collection (SMART PHONES/ TABLETS)
- Familiar with statistical data analysis tools such as SPSS, Stata
- Able to work in difficult and hostile environment
- Have experience in negotiating tangible ideas with opposing parties
- Able to manage work stress while keeping high performance
- Able to travel long distant in rough roads with minimal nutritional support
- Able to facilitate these activities remotely in case of travel ban due to covid19
- Be fluent in English with excellent writing and presentation skills
- Experience in conducting trainings with covid19 measures
- Experience/exposure to similar contexts

DESIRED:

- Previous experience in South Sudan of similar job is added advantage

All applicants should include the following:

- Technical proposal: The technical proposal 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
- 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

The evaluation criteria are based on technical and financial criteria:

- Known reliability in delivery of timely and quality services
- Relevant field/ country experience
- Relevant sector specific technical experience & qualifications
- Relevant monitoring and evaluation experience
- Cost/ budget

SUBMISSION

Interested applicants should submit application by email to rss-tenders@npaid.org

Or hand delivery to the NPA South Sudan Head Office, Martyrs Street (Opposite UNICEF) Juba.

Applications submitted after 5:00PM on Friday 12 November 2021, will not be considered.

Note: For the purpose of urgency, applicant will be reviewed on daily basis and NPA reserves the right to terminate this advert before the stated end date.