



OVICI la Nostra Famiglia
Volunteers Organization for International Co-operation

Promotion of Access and Inclusion for Empowerment of People with Disability in Juba
[4200-MYP]

April 2022

Terms of Reference (ToR)
For
Data Collection Tools Set-up

Refence to Project: Promotion of Access and Inclusion for
Empowerment of People with Disability in Juba

Project Code: 4200-MYP

OVICI la Nostra Famiglia in South Sudan
Usratuna Compound, Addis Ababa Road, Hai Commercial,
Juba, South Sudan



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OVICI la Nostra Famiglia

The Volunteers' Organization for International Co-operation OVICI - la Nostra Famiglia was founded in Como, Italy, in 1982, with the aim of setting-up initiatives to improve the human, social, technical and medical aspects of developing countries, as well as of promoting the development and autonomy of the people, with particular attention to the integration and rehabilitation of the children with disability.

The priority of OVICI is the prevention, the care and rehabilitation of children affected by physical, developmental or sensorial disabilities.

OVICI has been working in South Sudan since 1983, upon request of the Juba Catholic Archdiocese, setting up a Pediatric Polyvalent Centre called Usratuna Rehabilitation Centre.

Commitments in South Sudan

OVICI has been present in South Sudan since 1983 to carry out basic health, education and rehabilitation activities for people with disabilities, with a special focus on the age of development.

OVICI in South Sudan is committed in:

1. **Rehabilitation services** through the management of a Rehabilitation Centre, an Orthopaedic Workshop and the promotion of surgical interventions in Uganda for children with disabilities.
2. **Primary Care Health services**, through the management of a PHCC, excellence in the treatment of epilepsy, and a nutritional programme for ante-natal and post-natal care.
3. **Community-based Inclusive Development (CBID) program** aimed at enhancing inclusivity of children and adults with disabilities in the South Sudanese society.
4. **Inclusive Education program**, through a pre-school for children with impairments and activities targeting public schools.



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5. **University services development**, by collaborating in the management of the degree course in Rehabilitation Sciences and Human Development Sciences at St. Mary's College.

The third sector of intervention of OVCI, CBID program, is currently in implementation phase through the CBM Germany funded project:

Community-based Inclusive Development:

“Promotion of Access and Inclusion for Empowerment of People with Disability”

[CBM 4200-MYP]

2021-2024



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Background

Disability in South Sudan

Decades of conflict in South Sudan, pre and post-independence in 2011, poverty and poor access to services have increased the rate of disability and have increased the marginalization and the exclusion of people with disability, as a result of the several attitudinal, environmental, and institutional barriers they face, and of the lack of concerted efforts towards inclusion at governmental and at community level. People with disabilities are heavily represented among the poorest and most inactive and unemployed in South Sudan.

Disability has been among the most neglected sectors within the South Sudanese health system, featured by a lack of dedicated facilities and skilled manpower. The estimated global percentage of people with disabilities (15%) can be tailored to the country, worsened by the conflicts and the extremely volatile environment severely affecting the quality of life of the people. Reliable data about disability prevalence in the country are not available: the 2008 census indicated Persons with Disability as 5,1% of the population, more recent papers acknowledge disability prevalence around 11% of the total population (OVCI, 2017; Legge, 2016).

Project Overview

The project develops from CBM funded MYP (P3805) "Community Based Inclusive development in Juba-Promotion of Human Rights and Access to Services for Persons with Disabilities", which is itself the continuation of a CBR program started in 2007.

The evolution of Community-Based Rehabilitation (CBR) is the **Community-Based Inclusive Development (CBID)**, which seeks to remove barriers and promote social change and inclusion, medical care and rehabilitation, ensuring People with Disabilities to have equal access, along with all other members of society, to rehabilitation and other services and opportunities including health, education and income. Furthermore, the process aims at ensuring that People with Disabilities are able to maximize their physical and mental abilities, and to become active contributors to the community and society development, without discrimination.



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CBID is both a method and a framework for how to organize and safeguard the rights of People with Disabilities, and is considered the main tool for implementation of the UNCRPD in supporting the development of one's full potential with control over factors that shapes his/her life, contributing to the development of the entire society.

The 4200-MYP CBID Project is in line with the CBR Matrix developed by WHO, where core components and elements are identified in order to develop a strategy to promote the rights of persons with disability. The main components are: Health, Education, Livelihood, Social and Empowerment. The CBID Project strategy will focus on these components in accordance to OVICI Expertise, history and needs of the target group in Juba, where inequitable access to education, employment, health care, social and legal systems, push them into a high risk of exclusion.

Project key information

Donor: Christian Blind Mission - Germany

Sector: Community-based Inclusive Development (CBID)

Location: Juba, South Sudan

Target: Children and adults with disabilities or at risk of developing disabilities.

Duration: 39 months

Starting date: 14th October 2021

Ending date: 31st December 2024

Overall Goal

People with disability benefit from a better access and inclusion to health, education and livelihood opportunities.



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Specific Goal

People with disabilities are able to access the health and rehabilitation services, education and livelihood opportunities as other members of the community.

Area of intervention or Results

1. **Awareness** on Disability and Inclusion
2. Network to increase access to **health** and **rehabilitation** services
3. People with disability have improved **mobility**.
4. **Inclusive education** promoted within target schools
5. Improved access to **livelihood** opportunities for people with disabilities and their families.

Objective of the Data Collection Tools Set Up Consultancy

The 4200-MYP CBID target a wide range of clients with and without disabilities linked with OVICI - Usratuna Rehabilitation Centre and other external services/facilities.

In order to effectively monitor and evaluate the CBID project progress and achievements, OVICI intends to renew and design the data collection and analysis tools, which can adequately record all the services the CBID project provide to the beneficiaries and align with CBR/CBID international standards and indicators.

The aim of the tools set-up is therefore to revise the project collecting data system, by ensuring data are registered in the most accessible, efficient and effective way in order to be compliant with CBM reporting requirements, while aligning with OVICI South Sudan CBID program monitoring and evaluation needs.

Furthermore, as OVICI, through the Usratuna Centre management, provides multiple health/rehabilitation/nutrition services, an internal referral system is in place in order to ensure the smoothest disposal of beneficiaries. The referral system includes the CBID department, since the project beneficiaries are often referred from and to the rehab/health services.

The consultant, will update and document the referral system accordingly with the requirements set by the Usratuna Centre services.



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The set-up phase includes training OVICI - CBID staff in order for them to be able to use the tools and properly implement the referral system.

Methodology

The data tools will be re-designed on the basis of the tools used during the previous CBID project 3805-MYP, closed in December 2021.

The consultant will be provided with the current data tools and the structure of the project, including activities and indicators specific for the CBR/CBID approach implementation. OVICI will provide more details on what is needed to be reviewed, accordingly to the project documentation needs and the M&E system aims. Relevant staff will be involved and/or interviewed by the consultant when needed.

The consultant will revise all the current data tools, ensuring that the relevant data request by CBM and OVICI are collected properly and in a user-friendly manner.

The referral system procedure will be revised and properly described. It will be crucial to ensure the referral flow is easily trackable, in order for OVICI-CBID to adequately support the M&E system.

It will follow a brief training for the relevant staff in order to ensure a qualitative implementation of the data tools management.

Key deliverables

The consultant is required to deliver the following as per the agreed timeframe:

- 1) Data collection tools and database updated or designed *ex-novo* accordingly to the CBID 4200 MYP indicator's compliance requirements.
- 2) OVICI – CBID Referral System procedure revised, established and adequately described.
- 3) Brief training to relevant OVICI – CBID staff on data tools management and referral system qualitative and timely implementation.

All outputs will be delivered in soft copy.

All outputs will be submitted in English.



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Timeline

TBA by consultant.

Timeframe: 17th April 2022 – 10th May 2022

Deadlines:

First draft of input 1) and 2): 27th April 2022

Completion of mandate [delivery of input 1),2),3)]: 10th May 2022

Quality Standards & Bench Marks

The consultant/firm/organization will be selected on the basis of proven experience, qualifications and ability to deliver a quality product in a timely and efficient manner.

Consultancy conditions and how to apply

Who can Apply

Consultants Firms, Companies, Organizations, Humanitarian and development practitioners, consultants.

Qualifications & Required Competences of the Consultant:

The consultant should have data management skills and experience in NGO sector, technical expertise in the programmatic area and experience of working in geographical area.

Requirements:

- Relevant experience in Information Management for NGO projects;
- Relevant experience in designing and revising data collection tools and database settings with the most appropriate IT tool.
- Excellent understanding of project logframe structure functioning and indicators support requirements.
- Good understanding of the referral system data tools and management;



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- Experience in basic trainings on Information Management System;
- Language skills for field interviews: English;
- Strong analytical and graphic skills.
- The consultant should be located in Juba.

How to Apply

Firms, companies, organizations, Humanitarian and development consultants are required to submit a detailed Technical and Financial proposal.

The technical proposal must contain:

Contact person and/or organization name, number, and address;

- a. Profile of Firms, companies, organizations, Humanitarian and development practitioners/ consultants.
- b. Proposed Methodologies of assignment.
- c. Timeline / schedule in breakdown structure with in the timeframe of assignment and deliverables.

The financial proposal must contain;

- d. Detailed budget including fee, travel, foods, accommodation, materials etc.
- e. Validity period of the quoted price.

Costs and Payments

The total amount available for the Data Collection Tools Set-up consulting is: **5000 USD**.

All costs should be considered in the bid by the consultant in U.S. Dollars (USD). The financial offer should include travel costs including airfares if applicable, per diem, support staff and daily rate. Payment will be phased upon successful completion of milestones detailed below:

- Submission of first draft report (50%)
- Completion of field work (50%)



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Deadline for proposal submission: 15th of April 2022

Please submit Proposal to: *Project Manager*: **Francesca Piviali**

Email address: **pm-cbid.ssd@ovci.org**

Please specify in the email subject: *Data Collection Tools Set-up Application*.