

## TERMS OF REFERENCE FOR BASELINE SURVEY FOR THE PROJECT 'ENHANCING AGRO-PASTORAL FOOD SECURITY, LIVELIHOOD AND PROTECTION IN SOUTH SUDAN'

<b>Position</b>	: Baseline Survey Consultant(s)
<b>Responsible to</b>	: Country Program Manager, Juba
<b>Location</b>	: Aweil East, Panyijiar, Rubkona, Pibor (Boma) and Juba Counties, South Sudan
<b>Estimated duration</b>	: 30 days
<b>Expected start date</b>	: 21 <sup>st</sup> November 2022

### 1.1 Organization's background

Vétérinaires Sans Frontières - Suisse (VSF-Suisse) is an international NGO that has been working in South Sudan since 1995 supporting livelihoods of pastoralists and agro-pastoralists. VSF Suisse's geographical focus is Northern Bahr el Ghazal (all Counties), Unity (all Counties) and Central Equatoria (Juba County) states, as well as Ruweng Administrative Area (all counties) and Greater Pibor Administrative Area (Boma). VSF-Suisse focuses on preventing and alleviating suffering, disease, and hunger, and contributing to socio-economic development and sustainable environment, in areas where livestock, agriculture and related issues play, or could play an important role in improving peoples' livelihoods, food and nutrition security and resilience.

VSF-Suisse endeavors to provide communities with holistic management approaches to their food (livestock, fishery, and agriculture etc.) production systems, health systems (human, livestock, and environment) and market support to enhance livelihoods. Further VSF-Suisse promotes innovative service delivery approaches including empowerment of community level structures and services providers (CAHWs, AEWs, pharmacies etc.), livestock keepers, farmers, and their groups through pastoral/farmer field schools; integrating protection, peace building, disaster risk reduction and scaling up the application of Agro-ecology and ONE HEALTH principles to sustain food production and health systems. VSF-Suisse supports community-based animal health system through training

of Community Animal Health Workers (CAHWs), support to cold chain system and establishment of private veterinary pharmacies model for sustainable animal health services delivery. VSF-Suisse mainstreams and integrates cross-cutting issues such as environmental protection, gender equity, HIV / AIDS, and human protection in its program strategies, and applies the principles of Conflict Sensitivity, Do No Harm and Accountability to Affected Populations in its programming.

## 1.2 Project background

In line with its Country strategy, VSF-Suisse has received a three-year (2022-2025) grant from the Swiss Confederation, represented by the Swiss Federal Department of Foreign Affairs through the Swiss Agency for Development and Cooperation in Juba for the Project entitled **“Enhancing Agro-pastoral Food Security, Livelihood and Protection of vulnerable Agro-pastoralists in South Sudan’ which will be implemented in Aweil East, Panyijiar, Rubkona, Pibor (Boma) and Juba Counties.**

The project aims to equitably improve protection of vulnerable groups, enhance food and nutrition security, diversify livelihoods and income, and public health among 120,000 beneficiaries in the 5 targeted locations.

The project focusses on the following three key outcomes.

1. Improved Food and Nutrition security, and income opportunities among targeted vulnerable population.
2. Psychosocial and mental health/wellbeing of children, their families/caregivers are promoted, their rights protected and enhanced capability of communities to respond and cope with threats/promote peaceful co-existence strengthened.
3. Improved Knowledge attitude and Practices related to Veterinary Public health, one health and Nutrition behaviour change among the targeted communities.

The project will target 20,00000 vulnerable households (120,000 individuals) in the four Counties selected from Northern Bahr el Ghazal, Unity and Central Equatoria states and, one payam in GPAA (Boma).

## 2. Objective of the Baseline survey

The objective of the baseline survey is to assist VSF-Suisse in the collection of baseline data to determine the current level of each of the project indicators, to facilitate monitoring and evaluation of the progress

of the project, develop, test, and use data collection tools and update the project's Logframe if need be and monitoring and evaluation (M&E) system.

### 2.1 Specific objectives of the survey

The following specific objectives will be pursued by the study:

1. To assess the project's theory of change, identify, and clarify the priority needs of the communities within the context of the project.
2. To collect and analyse gender/age disaggregated data to determine the current status of the key output and outcome indicators against which future progress will be assessed.
3. To design and implement data collection tools and methodologies for all project indicators including setting criteria and defining key aspects to collect data on and monitor.
4. To assess the validity and relevance of specific project activities to the initially developed local framework and work plan, in line with the actual status of things at field level
5. To provide specific, relevant and practical recommendations to implementation of the project and documentation of lessons that could be utilized for future similar programming.
6. To propose needed adjustments to the M&E system and, results framework of the project.
7. Produce a comprehensive baseline report

The baseline should be manageable within the project budget allocations, and the methodology should be replicable for the monitoring at initial phase, mid-term, and final evaluation processes. The baseline survey will provide the benchmarks against which any changes resulting from the project interventions and results will be measured.

Please refer to the TOR annexes for the details on the project's results framework (Annex Logframe).

### 3. Scope of work

The scope of the baseline survey includes the review of relevant secondary data, collecting primary data and generating information that will be used to assess the performance of this project. The geographical scope of the survey covers the project sites in 4 different counties in three states and one payam in a semi-autonomous region hence the need for careful logistical planning covering NBEG, Unity and Central Equatoria states and Greater Pibor Administrative area at the same time, with the relative importance of outcomes specific to an area.

The scope of the work to be undertaken includes;

1. A desk review of relevant project documents,
2. Meeting and interviewing stakeholders and partners,
3. Meeting with VSF-Suisse management and project staff,
4. Meeting with the SDC if need be.
5. Designing data collection tools and methodologies,
6. Produce an inception report
7. Selection and training of enumerators for data collection,
8. Determining sampling frame, collecting (quantitative and qualitative), collating, cleaning and capturing of the key data,
9. Analysing the data and producing draft report,
10. Reviewing and updating the M&E system and or Logframe,
11. Revising project documents and, compiling and submitting the complete baseline report.

#### 4. Proposed methodology

In carrying out the baseline survey, the consultant is expected to use best practices and frameworks in food security and livelihoods analysis and, protection. Additionally, the consultant is expected to use simple but effective indicators given the paucity of quantitative data, high levels of illiteracy and the traditional nature of production and ways of handling Protection issues in the project locations. As a minimum, the approach adopted by the consultant should include the following:

- (i) Use of representative samples in data collection (location, stakeholders, activities, type of smallholders, etc.);
- (ii) Ensure inclusiveness in sampling respondents with focus on women and the youth but men too must be included, and so are others with special vulnerability that include physically disabled, aged, sick, widowed, etc.
- (iii) Use a range of methods to collect and analyse both qualitative and quantitative data;
- (iv) Identify and interview the project stakeholders;
- (v) Where possible make field visits to some project villages to supervise data collection, make observations and gain first-hand experience of the project context;
- (vi) Hold meetings with different beneficiary groups (Agro-pastoralists, farmers, women, youths, traders, livestock keepers, etc);

- (vii) Use standard data processing and analysis software such as SPSS;
- (viii) Produce and submit to VSF-Suisse the draft report.
- (ix) Incorporate feedback from VSF-Suisse and produce final report;

## 5. Key tasks

The specific tasks expected to be performed by the consultant include:

- (i) Develop of the technical and financial proposals.
- (ii) Read and understand the project documents, which include; project proposal narrative and log-frame.
- (iii) Develop a clear work plan to undertake the survey.
- (iv) Meet with VSF-Suisse management and technical teams in Juba, South Sudan to plan for the exercise, develop a time table for field work, and agree on methods that will be used to collect the data.
- (v) Develop tools for baseline data collection, train enumerators and test pilot the tools.
- (vi) Meet with key stakeholders in South Sudan (Juba, Aweil East, Rubkona, and Boma, Panyijiar before embarking on the field data collection mission. Or where appropriate, use online approaches if feasible.
- (vii) Take part in and oversee data collection in the field;
- (viii) Process and analyse the data;
- (ix) Produce the final baseline survey report.

## 6. Outputs

The outputs expected from the assignment are as follows:

- (i) **A detailed baseline report** in line with the project indicators as indicated in the approved log frame. The report will consist of two parts:
  - Part 1) Provides the baseline values for every indicator at Outcome and Output levels while,
  - Part 2) provides an understanding of the target beneficiaries (i.e. food production, income, assets, consumption, nutrition information, Protection, public health/one

health KAPs, estimates of land cultivated, current utilization of draft animal technology, women labour profiles etc, yields of different crops etc.)

- (ii) A brief report on the revised M&E system and any other recommendation.

## 7. Duration

Considering the diverse project area (4 Counties in the 3 states and payam in GPAA), and the poor infrastructure, it is expected that the assignment will take approximately **30 days**, broken down as follows: **5 days** of travel, **1 day** to review the project documents, **17 days** for enumerators' training and field data collection, meeting stakeholders, and produce the draft report, and **7 days** to produce the final report.

## 8. Qualifications and experience of the consultant

The consultant should ideally have the following qualifications:

- (i) **Master's degree** in Agricultural, Food security, Nutrition or Rural development sciences, Development studies or equivalent.
- (ii) At least **five years' experience in conducting assessments in the field of food security and livelihood / Nutrition**, with Knowledge on public policy and Protection especially in collecting baseline data and development of M&E systems. Must be conversant with the Logical Framework.
- (iii) Knowledge in conducting **Nutrition** surveys using qualitative and quantitative data collection methods and, collation analysis and reporting of such survey outcomes.
- (iv) Experience in working with the **SDC is an added advantage**.
- (v) Demonstrated understanding of the South Sudan's political, socio-cultural, and livelihood contexts.
- (vi) Understands conflict sensitivity in programming.
- (vii) Demonstrated analytical and good writing skills.
- (viii) Good capacity building skills.

## 9. Application procedure

Interested firms/persons must submit detailed technical and financial proposals (VSF Suisse will cover consultant travel and accommodation costs).

Technical proposal must include;

- Clear explanation of consultant's understanding of the Terms of Reference
- Proposed approaches and methodology to be used and workplan/timetable.
- Updated CVs with at least 3 referees of the lead consultant and partners (if any)
- Copies of a similar assignment recently completed

Financial proposal will include budget for the assignment bearing in mind that VSF-Suisse will provide transport and accommodation for the consultant(s) to undertake the assignment.

### **Submission of application**

All the documents must be submitted via e-mail by **20<sup>th</sup> November 2022** to;

**Office.Juba@vsf-suisse.org** and copy **jubarecruitment@vsf-suisse.org**. The application e-mail should indicate on the subject line the Job Title; Baseline Survey Application Food Security, Livelihood and Protection.

Deadline for submission is **5:00 pm (Juba Time), 20<sup>th</sup> November 2022**.