

Baseline Terms of Reference

Fortifying Equality and Economic Diversity for Resilience II (FEED II)

South Sudan

Donor: Global Affairs Canada (GAC)

Partners: World Vision Canada, World Vision South Sudan, CARE Canada, CARE South Sudan, War Child Canada

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1. Introduction

FEED II is a five-year women's empowerment initiative that uses a food security and livelihoods platform. In close collaboration with World Food Program (WFP), World Vision, along with CARE and War Child have formed a consortium that builds on learnings and experience implementing Canadian-funded food security, livelihoods and gender projects in South Sudan. The ultimate goal of Fortifying Equality and Economic Diversification for Resilience (FEED II) is reduced inequalities between women and men in access to and control over resources to enhance food security in South Sudan.

The proposed intervention will serve approximately 284,821 people (164,368 women, 46,552 men, 19,337 female youth, 5,477 male youth, 9,669 girls and 2,738 boys) over five years, in eight states and 22 counties at the cost of \$39 million. It is the companion project to WFP's Food for Assets (FFA) initiative which will together provide a comprehensive food security resilience framework. FEED II builds on the accomplishments and lessons learned through FEED I, implemented in similar localities from 2015 to 2018.

The Terms of Reference has been developed to attract interest from consultants to undertake a baseline. This baseline is being undertaken with funding from Global Affairs Canada and will be conducted to determine pre-project conditions from which a comparison can be made and also for the purpose of informing the Project Implementation Plan, monitoring progress, evaluating performance, contributing to learning and research. It will be essential for confirming or dispelling assumptions about attitudes and practices regarding GBV, identifying barriers that prevent women from equal participation in food security and livelihoods as well as informing the strategic inclusion of men and boys

2. Baseline Summary

Project Name	Fortifying Equality and Economic Diversity for Resilience II (FEED II)
Country	South Sudan
Projects/ Sectors	<ul style="list-style-type: none"> – Primary: Gender Equality and Women's Economic Empowerment – Secondary: Food Security and Livelihoods
Projects Coverage	Central Equatoria (Juba), Eastern Equatoria (Magwi, Torit, Ikotos and Pageri) Western Equatoria (Tambura, Yambio, Ezo and Nzara), Warrap (Tonj South, Tonj East, Gogrial West, Twic and Tonj North) Northern Bahr el Ghazal (Aweil South, Aweil North, Aweil West and Aweil East), Western Bahr el Ghazal (Wau and Jur River) and Jonglei (Twic East, Bor)
Survey Type:	Baseline
Proposed data collection methodology:	<p>Qualitative and quantitative methods in gathering information from both primary and secondary data sources.</p> <ul style="list-style-type: none"> • Household surveys (remote and face to face) • Focus Group Discussions (To be conducted ensuring COVID-19 guidelines) • Key Informant Interviews • Review of secondary data
Proposed start and end dates for baseline study:	17- August - 2020

Final baseline Survey report submission date:	31-September-2020
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3. Project profile

Title	Fortifying Equality and Economic Diversity for Resilience II (FEED II)
Geographic area(s)	Geographic areas: Central Equatoria (Juba), Eastern Equatoria (Magwi, Torit, Ikotos and Pageri) Western Equatoria (Tambura, Yambio, Ezo and Nzara), Warrap (Tonj South, Tonj East, Gogrial West, Twic and Tonj North) Northern Bahr el Ghazal (Aweil South, Aweil North, Aweil West and Aweil East), Western Bahr el Ghazal (Wau and Jur River) and Jonglei (Twic East, Bor)
Project objectives and relevant indicators	Ultimate Outcome (Goal): 1000 Reduced inequalities between women and men in access to and control over resources in relation to food security in South Sudan
Total Project Length	5 years
Total Project Budget	CAD \$38.5 million

4. Purpose and Objectives

The baseline survey is an inception into project monitoring of project outcomes from start, throughout the project life cycle. The baseline for this project has five objectives:

- I. To establish the current status of project indicators with regard to gender equality and women's empowerment. This will serve as a basis for setting targets and measuring milestones on outcomes.
- II. To document new knowledge, or relevant findings that would affect and have implications on refinement of the project design generated through thematic reviews,
- III. To generate and provide additional information, in particular as it relates to gender equality that, may have been missed during the design phase,
- IV. Collect data on proxy indicators or key areas which contribute to the conceptualization of each of the indicators being base-lined, based on feedback from the thematic reviews.
- V. Collect data on proxy indicators or key areas which contribute to the conceptualization of the each of the indicators being base-lined, based on feedback from the thematic reviews

5. Consultant Scope of Works

The consortium lead, World Vision South Sudan will facilitate the process to identify a competent consultant to conduct the baseline in consultation with partners CARE and War Child. As part of the negotiation process, World Vision will ensure that the consultant understands and agrees to the assignment, including the baseline scope, purpose, objectives and methodology. This negotiation includes flexibility to cater for any changes that may arise in the context due to COVID-19, conflict or any other unforeseen changes.

The consultant will design all the relevant data collection techniques, protocols and tools. The FEED II Consortium and the Project Quality Assurance Manager will review the tools and techniques and give

feedback prior to the actual baseline measurement. The consultant should remain aware of the changes in the context that could impede the baseline.

This assignment should be completed within a maximum of 45 days from inception. Hence, the consultant will:

- Prepare an inception report and hold inception meetings with the FEED II consortium members.
- Develop a simple yet comprehensive baseline design and survey matrix describing type and data to be collected, techniques and relevant tools for each indicator.
- Define sampling method, sampling size and targeted respondents
- Review existing literature on the state of gender roles, norms and laws, food security and livelihoods and women's economic empowerment in South Sudan, including, but not limited to GAC's Feminist International Assistance Policy, the FEED II proposal and FEED I reports

6. Methodology

6.1. Approach

The consultant will design/use a mixed baseline approach which integrates qualitative and quantitative data collection techniques, tools.

- **Quantitative:** It is important to be able to acquire data that permits the consortium to compare changes over time in different locations (such as counties or states) as per the indicators. Household surveys will be conducted to measure the selected indicators. This data should be collected either through face to face interactions or remote interviews.
- **Qualitative:** Cognizant of COVID-19, the consultant is expected to conduct Focus Group Discussions (FGDs), Key-Informant Interviews (KIIs) while ensuring safety for all participants. Findings from this technique will support data collection for indicators that need to be investigated beyond household surveys. Qualitative data will be used to refine questions raised through the thematic reviews.

6.2. Sampling

The consultant will implement a sampling procedure which is representative of the consortium life of project target population, cognizant of the partners targets. It is important that the baseline achieves a statistically acceptable sample size for the respective project participant categories.

The consultant will develop and abide to the approved sampling methodology. Where sampling strategy is changed for whatsoever reason, the consultant is expected to recompute to achieve representative samples with a resubmitted sampling protocol. Therefore, clear and unambiguous proposal on sampling methodology and sample size is expected from the consultant. Sampling method should attain representative and generalizable results for all project participant categories.

6.3. Data Sources

The baseline measurement considers both **primary** and **secondary** data sources.

Primary data sources include, but are not limited to:

- female and male (25 years and above) community members
- female and male community leaders
- female and male farmers
- women's organizations (women-focused, women-led or Women Rights Organizations)
- female and male youth (18 – 25 years)

The secondary data sources include but are not limited to studies from South Sudan's GBV Sub-Cluster, FSL Sub-Cluster, UN Women, FAO, WFP, GAC, IPC latest findings and other bilateral donors, existing FEED I project documents, such as outcome monitoring reports and end of project reports. The consultant is expected to undertake review of existing documents using appropriate document review tools and methods.

6.4. Data Collection

The consultant will develop data collection tools such as: questionnaires, FGD, KII guides, and observation tools to capture data from the respondents above. Enumerators will be recruited and trained by facilitators to collect data during household surveys, FGDs and KIIs. Cognizant of the changing context, data will be captured electronically to expedite the data collection process, minimize data entry errors and improve overall data quality. The COVID-19 pandemic may greatly impede grouped face to face data collection. Hence, the consultant is expected to design a safety protocol for achieving data collection cognizant of Government of South Sudan COVID-19 country SOPs. The consultant will also be required to describe a plan for COVID-19 data collection plan in the event that face-to-face or group interaction is not possible.

6.5. Data Analysis

The consultant should adopt an iterative data analysis approach. This approach allows for prompt data validation as enumerators collect data. Hence, the consultant will develop a data analysis plan. Analysis should integrate findings from the different sources of data. The consultant should corroborate, and triangulate data from different primary data sources. Depending on access to the country and within the country, the consultant should factor in remote analysis and presentation of findings and sharing of documents in collaborative forums. A complete set of tools and procedures for summarizing and analyzing qualitative data needs to be made available.

7. Key Responsibilities

The consultant will be required to conduct several key actions:

- Conduct a desk study of topics that are central to the project design, including, but not limited to gender dynamics in South Sudan, attitudes about GBV and harmful traditional practices, women's empowerment, the landscape of women's organizations in South Sudan, agricultural practices, market linkages, positive practices supporting women in leadership, etc. The FEED II will supply documents for the review but expect the consultant to consult additional secondary sources.
- Conduct pretesting of data collection tools
- Train enumerator to use tools and collect data
- Maintain data quality before, during and after data collection
 - Before data collection: Pilot testing the data, collection tool will be required in order to verify the reliability and validity of the tool. This includes for both face to face and remote approaches.
 - During field data collection: For household surveys, data entry will be on the spot using an electronic questionnaire. Monitoring enumerators for accuracy in doing the interview and in capturing data will be necessary. Checking through all completed responses (on

a daily basis) to ensure any mistakes or inconsistencies are corrected on time will add value to the quality of data.

- Data analysis: Perform iterative data analysis which involves continuously analyzing key variables as part of data quality checks using various methods such as: frequencies or cross-tabulations or any forms of regressions
- Conduct a validation workshop with community members to inform the compilation of the draft report

8. Baseline Products/Deliverables

The baseline assessment process will result in several key deliverables:

- An inception report clearly outlining the approach, indicators, methodology and tools
 - Including an annex highlighting how COVID-19 safeguards will be achieved
 - Including an COVID-19 alternative data collection plan
- Finalize survey tools and inclusive and gender sensitive sampling design
- Draft baseline report for comment and refinement
- Supporting files, original and cleaned datasets, statistical output files, photos, etc.
- A comprehensive final baseline report in electronic MS Word and PDF versions based on the template structure in annex below. (Not more than 40 pages)
- Fact sheet or abstract and power point presentations to be used for dissemination of results to stakeholders
- Compilation of lessons learned through the entire baseline process to be shared with the project team to be used for reflection, growth and consideration for future project and organizational studies.

9. Management of the Consultant

The Consultant will work under the direction of the FEED II Chief of Party and the FEED II Quality Assurance Manager. There will be routine check-ins to ensure the process is achieving optimal results. Topics covered in introductory, monitoring and reflection meeting will include the following:

- Discuss baseline protocols, sampling design, data collection plan and COVID-19 risk reduction plans
- Finalize tools and approve final plan prior to commencing data collection
- Providing technical support and oversight during data collection process
- Support data validation through data reviews to identify outliers, clean the dataset, create new variables in advance of analysis by local consultant.
- Support to focus the analysis on concepts/ theories upon which the project is designed on.
- Writing up technical report on baseline data that includes conclusions in key areas or risk and areas of intervention focus.

10. Terms and Definitions

- Participation: Actions or articulation of perspectives that bring about a result or advance a process
- Equitable feeding practices: All family members informed and involved, in decision-making for improved nutrition, such as supporting optimal breastfeeding practices or taking daily or weekly iron-folic acid supplements for anaemia prevention
- Female-friendly practices to facilitate agricultural production as identified by female participants: Including, but not limited to lightweight ploughs, ploughing services for hire, low literacy training curriculum, local trainings sessions, childcare at project activities, etc.)
- Forms of GBV: six core types of GBV—Rape, Sexual Assault, Physical Assault, Forced Marriage, Denial of Resources Opportunities or Services, and Psychological / Emotional Abuse
- Confidence – Reliability in a process or ideal as demonstrated by high levels of trust and participation
- Level of commitment: Dedication to a cause or activity as demonstrated by contribution to processes and participation in activities
- Leadership: Person with the authority (title) to provide direction for a group or process

11. Limitations

This baseline survey will be undertaken with some limitations. These may include:

- **COVID-19 pandemic:** Guidelines and restrictions may undermine the extent to which sample sizes and limit optimization of selected data collection approach such as FGDs.
- **Security:** Given the current restrictions in the country, the baseline measurement may be affected by the volatile security condition in some areas.
- **Travel Schedules: International and domestic** travel between states is mostly by air using UN Flights. Currently, travel within requires medical tests before traveling which may delay. In addition, travel schedule may change due to flight cancellation and other technical issues.
- **Statistics:** Country demographics may not be readily up-to date hence the consultant may have to undertake preliminary data additional data corroboration

12. Consultant Competency

A minimum of 5 years or more experience, with the following expertise, experiences and competency

- Proven experience analyzing and understanding of gender dynamics in fragile states
- At least a Master's Degree qualification in any of the following areas: Gender, Protection, Social Sciences, Development Studies, research or similar qualifications
- Experience undertaking similar studies in South Sudan
- Demonstrated experience with food security and livelihoods
- Experience leading baseline assessments, feasibility studies or evaluations for GAC
- Experience collecting data from women, households, farmers, vendors and local leaders
- Excellent analytical, interpersonal, communication and reporting skills
- Knowledge and experience in gender and women's rights issues
- Excellent command of written and spoken English

13. Logistics

Air tickets, airport pickup and drop off, ground transport and accommodation while in Juba and field locations will be provided by World Vision, CARE and War Child in their respective project areas. Whereas visas are obtainable on arrival at Juba international airport, travellers are advised to obtain visas in countries where they reside. An introduction letter may be provided on request to support processing of visas. Visa costs are refundable upon presenting a receipt as evidence of payment.

14. Payment Terms and Conditions

Payment will be effected as follows; First installment (30%) of the total cost on submission and acceptance of inception report. Final payment (70%) upon completion and approval of the final report. Additional information on payment terms and conditions will be included in the contract

15. Additional Information

- Consultants shall abide to WHO and Government of South Sudan COVID-19 SOPs.
- Consultants shall be required to sign and abide to World Vision's Child and Adult Safeguarding Policy (which includes prevention of sexual exploitation and abuse, and child protection policies, and behavior protocols)
- Consultants shall abide to EU beneficiary data privacy/management policies
- Do No Harm and ethical standards to be maintained throughout the study
- Additional definitions may be included and the PMF may have slight changes.

16. Appendix: Baseline Report Template

The FEED II Quality Assurance Manager will discuss the content and length of the final report with the successful consultant. However, below is a suggested outline for the report.

- a. Cover page (1 page)
- b. Table of Contents (1 page)
- c. Acknowledgements (1 page)
- d. Glossary (1 page)
- e. Introduction (1 page)
- f. Description of Project (1 - 2pages)
- g. Executive summary (2 Pages)
- h. Baseline introduction/Background (max 2 pages)
- i. Limitations of the study
- j. Methodology (max 1 pages)
- k. Findings (max 10 pages)
- l. Summary table of indicator baseline results.
- m. Conclusion and recommendations (max 3 pages)
- n. Lessons learnt from the baseline process (max 1 pages)
- o. Appendices (to include copies of all tools, list of enumerators, survey timeline including all KII and FGD participants and discussion transcripts (as many pages as necessary- please reference the annexes in the report, but include them in a zip file as separate documents

Project Management Framework

1. Ultimate Outcomes

Reduced inequalities between women and men in access to and control over resources in relation to food security in South Sudan

- % of women and men who report having control over productive resources and assets for food security and livelihood
- Proportion of time spent on unpaid domestic and care work, by sex, age and location (for individuals five years and above)
- Change in household subjective resilience score

2. Intermediate Outcomes

Improved participation of women and girls in managing common threats to food security

- % of women and female youth in committees who contribute to or are responsible for developing and implementing climate change and conflict management plans
- % of women and girls with increased decision making skills outside the home
- % of men and women with increased use of equitable feeding practices for girls and boys
- SAM, MAM and GAM rates amongst girls and boys under 5
- Female-headed and male-headed household Food Consumption Score

Improved use of female-friendly agricultural and business practices that promote sustained income generation and management of natural resources

- % of women and men using agricultural practices that improve production and productivity
- % of women and female youth participating in income generating activities
- % of women satisfied with using female-friendly agricultural practices (as identified by female participants)
- Number of entrepreneurs, farmers and small holders (m/f) provided with financial and/or business development services through GAC-funded projects

Improved equal and safer environments for women's participation in leadership

- % of women participating in leadership functions in project groups and community organizations
- Proportion of ever-partnered women and girls aged 15 years and older subjected to physical, sexual or psychological violence by a current or former intimate partner in the previous 12 months, by form of violence and by age
- Prevalence of harmful traditional practices among project participants
- % of women and men who report sharing household decision-making
- % of men and boys that support women and female youth in leadership positions
- % of women, men, female and male youth who report gender equitable attitudes (GEM Scale)
- % of women, men, female, and male youth who use alternatives (other than violence) to resolve disputes in relationships and at home

Improved knowledge of healthy nutrition practices for girls and pregnant and lactating women

- % of women, men, girls and boys who can identify at least x (5?) healthy nutrition practices for girls and pregnant and lactating women
- % of women and men who are able to describe the linkages between nutrition practices, GBV, and SRHR
- % of women and men using post-harvest loss techniques for increased food access

Improved knowledge and skills among women to women to manage natural resource-related shocks

- % of women able to employ an effective disaster-risk reduction or positive coping strategy
- of women who report confidence in their own ability to manage natural resource-related shocks" (must score a 4 or 5 on a 5-point scale)

Improved knowledge and skills among women, girls to manage conflict-related shocks

- % of women and girls, men and boys participating in conflict resolution mechanisms
- Level of confidence of women and girls in managing conflict resolution mechanisms

Increased capacity of women and female youth to participate in sustainable livelihood practices and technologies

- % of women and female youth who can identify at least a project-defined minimum number of sustainable agriculture (crop, livestock, and/or NRM) practices and technologies
- % of men that report acceptance of women and female youth owning and controlling agricultural inputs
- Participation rate of youth and adults in formal and non-formal education and training in the previous 12 months, by sex

Improved access of women and female youth to conventional and innovative markets

- % of women and female youth reporting having identified new marketing avenues and/or new clients for their products/services in the past 12 months
- % of women and female youth reporting they can access the necessary inputs for production/ access to market

Increased awareness of the need for women's equal participation in leadership and decision-making

- % of women, men, female and male youth that can identify a project-defined minimum number of benefits of women's equal participation in leadership
- % of women and female youth that report having a high level of confidence leading project groups and local organizations
- % of men and boys that report having a positive experience with women and female youth in leadership positions

Improved knowledge among women, men and female and male youth to lead the prevention of harmful traditional practices, including GBV

- % of women, men and female and male youth that are able to identify a project-defined minimum number of consequences of harmful traditional practices, including GBV
- Level of confidence amongst female and male youth to change negative attitudes about harmful traditional practices, including GBV

Increased capacity of women, men, female and male youth to appropriately prevent and respond to GBV

- % of women, men and female and male youth that are able to identify GBV response services
- % of women, men, female, and male youth who can cite ways of promoting non-violence in their communities
- Level of confidence of survivors and those at risk in survivor centric GBV response services are confidential, non-discriminatory, safe, and respectful
- Level of confidence among targeted community members that GBV response services are confidential, non-discriminatory, safe, and respectful
- Number of people who have experienced, or are at risk of, any form of SGBV that have received related services in the previous 12 months through GAC-funded projects

3. Immediate Outcomes

Women and men equipped to feed female and male household members equitably

- # of women and men trained on maternal infant and young child feeding practices
- # of women and men who participated in cooking demonstrations

Female and male FFA participants trained to preserve nutritious foods at the household level

- # of men and women trained to build storage facilities
- # of women and men trained on post-harvest handling techniques

Female and male members of new and existing payam level disaster risk management committees trained to respond to natural shocks

- # of female and male members of committees trained to respond to natural shocks
- % of female leaders of CDRM committees

Female and male producers trained to sustainably manage their natural resources

- # of farmers trained in Farmer Managed Natural Regeneration
- # of women and men trained in agroforestry practices

Meteorological early warning and information sharing systems strengthened

- # of women and men receiving meteorological information
- # of meteorological data collection devices distributed
- # of farmers trained to share traditional ecological knowledge or collect meteorological data

Women, men, female and male youth girls and boys coached/trained to engage in gender appropriate conflict resolution activities and mechanisms

- # of community safety action and dispute resolution plans developed, implemented and monitored
- # of women, men, female and male youth girls and boys trained in conflict resolution
- # of youth-led peacebuilding events gender-sensitive

Female and male producers supported to engage in efficient, climate smart agriculture

- # of female and male participants in Farmer Field Schools and producer groups
- # of farmers trained to conduct adaptive trials for seed multiplication

Technical assistance for livelihood diversification provided to women-headed households

- # of women ~~and men~~ trained to engage in value chains
- # of trade scholarships provided to female and male youth

Female and male farmers equitably linked to traders and other markets

- # of people trained in basic business skills
- # of events to linking producers to traders or other markets
- # of market-related community assets creation projects identified for FFA

Women-led savings groups formed and supported

- # of female and male members of income management teams
- # of saving groups formed
- # of savings groups trained

Gender transformative agribusiness services delivered

- # of gender-transformative agribusinesses identified or formed
- # of women using gender transformative agribusinesses
- # of women trained to use/make fuel efficient technologies

Women trained in organizational and individual socioeconomic leadership skills

- # of women trained in numeracy, literacy and management, negotiating and management skills
- # of community women-led organizations trained in administrative and financial effectiveness

Successful profiles of women in leadership modelled in public platforms

- # of women profiled in
- # of mentoring relationships established between female leaders and young women

Women, men and female and male youth trained on forms, causes and consequences of GBV

- # of female and male project staff who trained in GBV guidelines
- # of community-wide events held to raise awareness around GBV
- # of training sessions held to inform women, girls, boys and men about GBV

Food security and livelihoods interventions responsibly linked to GBV response service providers

- # of female and male project staff who can correctly identify referral pathways for GBV survivors
- # of GBV survivors linked to food security and livelihoods activities

Traditional justices and community leaders trained on gender equality and GBV protection under the law

- # of traditional justice actors ~~each~~ trained on statutory laws and protection for gender equality, women's rights and GBV
- # traditional justices and community leaders who have received copies of statutory law

HOW TO APPLY

Application

Interested applicants or Individual Consultants to submit technical and financial proposal to the address: SDNO_SCMquotations@wvi.org not later than **August 7, 2020, at 5:00pm**