



## CALL for PROPOSALS

### **Title: Strengthen Journalists Capacities on Electoral Reporting and Access to Information**

#### **Background**

Within the framework of UNESCO's action to strengthen free, independent, and pluralistic media UNESCO seeks a national partner to support implementation of the South Sudan Electoral Project.

The project aims to strengthen national institutions, platforms, and processes in support of free, fair, credible, peaceful, and inclusive electoral processes in South Sudan that establish legitimate representative institutions. The project contributes to electoral and broader priorities of South Sudan's Revised National Development Strategy, the Revitalised Agreement on the Resolution of the Conflict in the Republic of South Sudan (R-ARCSS), and the corresponding August 2022 Roadmap, which envisage free and fair elections reflecting the will of the people as a key component of the peace agreement.

The project results are structured around five inter-related outputs, to be implemented by UNDP in collaboration with UNMISS, UNESCO and UN agencies and in partnership with the National Elections Commission and a range of other state and non-state actors:

1. Establishment of an enabling legal framework for free, fair, and inclusive elections supported.
2. Strengthened institutional capacities for professional, transparent, and accountable election management.
3. Inclusive participation fostered through enhanced rights and access to information.
4. Enhanced environment for maintaining security and mitigating violence during elections.
5. Strengthened effectiveness in planning and implementing electoral processes for all citizens.

Strengthening mechanisms that protect citizens' fundamental freedoms and advance their access to information help to create an environment in which genuine electoral participation can take place. Beyond specific electoral rights, such as the right to vote and stand for election, "participation in the electoral process cannot be effective unless a wide range of rights are respected: freedom of expression and opinion, freedom of peaceful assembly, freedom of association, freedom of movement, freedom from discrimination, and freedom from fear and intimidation." National authorities, civil society, faith-based organisations, community groups and the media all play crucial roles in educating the public to enable them to exercise their rights and in mobilizing participation.

The principles of democracy also require that all citizens have equal access to participate in public life and in electoral processes. In a transitional environment, special efforts may be required to include all groups of society, particularly those who are under-represented, not only as electoral participants but as citizens who have a voice in how the electoral framework will be established. This is based on the premise that establishing more inclusive political processes leads to greater influence of citizens, more accountable governments and institutions, and more inclusive and peaceful societies.

Together with UNMISS and UN agencies, this output aims to work in partnership with a range of state and non-governmental actors - including women's groups, youth groups, Organizations of Persons with Disability - that can be instrumental in advancing electoral rights and access to information, promoting accountability, strengthening inclusive political participation, and reaching citizens. In this way, it aims to foster an environment in which meaningful participation of citizens in genuine elections can take place as well as promoting rights of equality and non-discrimination, as also recognized in the adoption of the 2030 sustainable development agenda, where UN Member States pledged to "Leave No One Behind".

### **Terms of Reference**

Under the authority of Head of Office and direct supervision of the Communication and Information Specialist, the contractor shall:

a) Be expected to:

Conduct training and mentorship for journalists in Yambio, Juba and Yei, Bor, Wau, Kuajok, Torit, Aweil, Malakal, Bentiu, Ruweng Administrative Area, Pibor Administrative Area, Abeyi Administrative Areas, and Rumbek, on electoral reporting, conflict sensitive, gender responsive reporting, fact checking, MIL, countering hate speech, ethical and accurate reporting.

To facilitate the above activities, the contractor shall be expected to:

1. Engage, coordinate, and mobilize journalists and editors in all ten (10) states and the 3 Administrative Areas. Journalists shall be drawn from the state main capitals and at least 1 participant from each county. Participants will be
2. The workshops will be held for 3-days in each location and each workshop shall target at least 25 participants from the state capitals and neighbouring counties.
3. The contractor shall, ensure equal gender representation during project implementation.
4. In close consultation with UNESCO, the selected partner shall prepare the agenda for the workshops and training materials to be used during the project. Through the training workshops quality and consistency is emphasized to ensure that participants acquire similar trainings, knowledge exchange and expertise from the trainers.
5. Identify and engage two (2) media trainers/experts to facilitate the capacity building workshops on electoral reporting, conflict sensitive, gender responsive reporting, MIL,

- fact checking, countering hate speech, ethical and accurate reporting. It is emphasized that the selected experts conduct the training in all locations to ensure consistency and quality of knowledge, skills, and experiences to be shared during the training workshops.
6. Develop training materials to be based on UNESCO publications on Electoral Reporting, coverage, combating hate speech, media professionalism, MIL etc.
  7. Develop evaluation forms to be filled by participants to assess their learning progress during the trainings and obtain feedback/recommendations to inform next interventions.
  8. Carry out all logistics related for the success of the of the activities, such as identify venue, print visibility material, mobilize participants, brief State level leadership on the trainings and encourage their participation, flight reservations, and organise for field missions in the targeted locations.
  9. Ensure visibility of the activities is done through banners, social media platforms, web articles, newspapers and radio talk shows with a view to raise awareness.

### **Expected Outcomes**

It is expected that, at the end of the project:

1. The beneficiaries trained and equipped with skills on electoral reporting, safety, production, editing as well as an understanding on issues on electoral reporting.
2. Foster an environment in which meaningful participation of citizens in elections can take place as well as promoting rights of equality and non-discrimination.
3. Stakeholders equipped with knoweldge and legal frameworks on Access to Information

### **Deliverables**

- a. Submit to UNESCO by 31 January 2024 a detailed work plan, draft training programme, CVs of the selected local expert, training materials, and list of participants upon which the 1st instalment of 33% shall be made.
- b. Submit to UNESCO by 30 March 2024 a detailed progress report on accomplished activities including high resolution photos and article upon which the 2<sup>nd</sup> instalment of 50% shall be made.
- c. Submit to UNESCO by 31 May 2024, final activity report with recommendations from various beneficiaries, with high-resolution photos, press articles and financial report accounting for project funds upon which the final instalment of 17% shall be made.

<b>Deliverables</b>	<b>Date</b>
<ul style="list-style-type: none"> <li>• A detailed work plan, draft training programme,</li> <li>• Training materials</li> <li>• list of participants</li> <li>• CV for the selected international and local expert</li> </ul>	31 January 2024
<ul style="list-style-type: none"> <li>• Detailed progress report on accomplished activities including high resolution photos and article</li> </ul>	30 March 2024
<ul style="list-style-type: none"> <li>• Final detailed activity report plus recommendations from the beneficiaries</li> <li>• High-resolution photos</li> <li>• Press articles</li> <li>• Financial report including receipts accounting for project funds</li> </ul>	31 May 2024

### **Admission Requirement**

- Proposals and Budget must be sent no later than the deadline for submitting applications referred to in the document.
- Proposal must be submitted in writing, submitted in English.
- Eligible activities Project proposals and workplan may be submitted for the activities described in Part a. Proposals should match the specific description of the action.
- Budget should be clearly developed and broken down per location areas indicated above.
- Grant applications are eligible if submitted by: - A non-profit organization/CSO.

Failure to comply with the above requirements will lead to the rejection of the application.

### **Exclusion from participation:**

Applicants will be excluded from participating in the call for proposals if they are in any of the following situations:

- They have been guilty of grave professional misconduct proven by any means which the contracting authority can justify including by decisions of the Relief and Rehabilitation Commission, and Ministry of Labour.
- They are bankrupt or being wound up, are having their affairs administered by the courts, or have suspended business activities.

- They or persons having powers of representation, decision making or control over them have been convicted of an offence concerning their professional conduct by a judgment of a competent authority which has the force of res judicata.

### Eligibility/ Award Criteria

Only proposals that meet the eligibility, exclusion and selection criteria will be further assessed based on the below award criteria.

Criteria	Mark Maximum Point)
Relevance of application in relation to the activities in part a) and expected outputs	25 points
Experience carrying out similar activities with regards to working with journalists/media sector	25 points
Presentation of expected results, expected impact and sustainability of the action	15 points
Time schedule of the action (work plan); management arrangements	15 points
Coherence, relevance, and proportionality of the estimated budget in relation with the proposed action	20 points
<b>Maximum total score</b>	<b>100 points</b>

**Implementation period:** The estimated duration of the action is 3 months. Activities shall start on the day both parties sign an agreement.

### How to Submit

<p>Submit your proposal and budget to implement stated activities. <b>via.</b>  <a href="mailto:procurement.juba@unesco.org">procurement.juba@unesco.org</a> <b>by 15 Dec 2023, 4:00 PM (CAT)</b></p> <p><b>Note:</b> Indicate in the Subject line title of the proposal for which you are applying</p>
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**UNESCO accords priority to gender equality in all fields of competence. Therefore, the contractor shall ensure equal opportunities are given to the participating women and men during the training.**

## Annex: Publications

- Media + Elections: An Electoral reporting handbook: [media elections an elections reporting handbook en.pdf](#)
- Elections in Digital Times, A guide for Electoral Practitioners: [Elections in Digital Times A guide for Electoral Pratiitioners.pdf](#)
- A handbook for Journalists during Elections
- Briefer on Human Rights and Elections for Journalists
- Media and Information Literate Citizens: Think Critically, Click Wisely! : [MIL Think Critica Click Wisely.pdf](#)
- Guidelines for Elections Coverage
- Media and Information Literacy in Journalism: A Handbook for Journalists and Journalism Education
- Role of Media during elections
- Free Online Course: Information and Elections in the Digital Era. <https://journalismcourses.org/course/information-and-elections-in-the-digital-era/>