

Terms of Reference for SIDA-funded Program Proposal Design:

“Contributing to greater gender equality in Palestine: addressing the root causes of discrimination and violence and promoting the recognition and full exercise of women’s rights in West Bank and Gaza Strip”



BASIC INFORMATION	
Post Title	Program Design Palestine
Location	Preferably full time in Palestine, possibility to be home-based with at least 15 days trip to Palestine
Application Deadline	22/08/2021
Type of Contract	Service contract
Languages required	English and desirably Arabic Spanish is an asset
Starting Date	01/09/2021
Duration	5 weeks

1. Background

Fundación Alianza por los Derechos, la Igualdad y la Solidaridad Internacional (Alianza) has had a presence in the Middle East since 1993, when it began working in the occupied Palestinian territory (oPt). Since 1998, Alianza has had a permanent office in Jerusalem and since 2010, the strategy of the organization in the region has been focused on women's rights, namely prevention and response to gender-based violence and promotion of women's economic rights, with a strong focus in advocacy towards those rights.

In April 2021, Alianza submitted to the Swedish Embassy in Palestine a concept note in the framework of the Swedish contributions on Gender Equality, in accordance with the Strategy for Sweden's development cooperation with Palestine 2020-2024. This CN included a brief description of the strategy of the intervention and the main actions to be implemented in a 3-year program to be funded by SIDA. SIDA has recently approved this concept note and announced Alianza the opportunity to go through a capacity assessment and to develop the full proposal of the intervention to be submitted to SIDA.

Alianza seeks to recruit an external consultant/s **to lead the design of the mentioned intervention**. The works described in this Terms of Reference will be carried out following the stages of desk review, field work and proposal development.

The estimated duration of the work is **5 weeks starting in early September and finalizing no later than 30th October 2021.**

2. Scope of the work

During this assignment the consultant/s will take the lead in coordinating Alianza and its partners' programme team members and to develop a compelling and evidence-based program design, for final submission to SIDA by the 30th of October 2021. The design must take into consideration potential complementary actions, such a new AECID programme.

Basic data of the program

The proposed program aims at "*addressing the root causes of discrimination and violence and promoting the recognition and full exercise of women's rights in West Bank and Gaza Strip*". As per the concept note, it will include 3 components related to:

R1: Increased access to specialized, survivor-centered services, especially Sexual and Reproductive Health and GBV multisectoral protection services

R2: Promoted actions for women's economic autonomy and women's economic rights.

R3: Strengthened the capacities of women to exercise their active citizenship by reinforcing their role as advocacy agents in the promotion of their rights

The available funds are ca. 900.000 €/year for 3 years.

Geographic location: Gaza and West Bank, final locations (urban and rural) to be defined with partners in this phase.

Local partners:

- Women's Affairs Technical Committee, WATC
- Palestine Information and Communication Technology Incubator, PICTI
- Palestinian Family Planning and Protection Association, PFPPA
- The Culture and Free Thought Association, CFTA

Other Strategic Allies

- Union of Health Work Committees, UHWC
- Palestinian Counselling Center, PCC
- Women's Center for Legal Aid and Counselling, WCLAC
- Others suggested by the Swedish Embassy

Documentation and information sources to which the External Consultant will have access

Table 1: Documentation matrix

Information of the design of the intervention	<ul style="list-style-type: none"> - Concept Note submitted to SIDA for this program - Other contextual documents
Complementary projects in the country implemented by Alianza and its partners	<ul style="list-style-type: none"> - Project documents of ongoing similar interventions: proposals, baseline documents, mid-term and final evaluation and progress reports.
Methodological information	<ul style="list-style-type: none"> - SIDA formats for project proposal submission - Alianza already used tools for identification
Institutional Information	<ul style="list-style-type: none"> - Guidance notes on Swedish contributions on Gender Equality - SIDA NGO project conditions - Alianza Strategic Plans - Alianza Women's Rights and GBV Strategy - Alianza Economic Rights Policy - Alianza Gender Equality Policy

Participation: stakeholders involved in the design

- Local Partner Organisations: Executive directors and managers running the intervention, as well as key local staff involved in the execution of the intervention in managerial, executive, technical and administrative roles.

- Rights holders: Focus groups of beneficiaries will be selected according to criteria of relevance and representativeness.

- Alianza por la Solidaridad: Country Coordinator, Project Coordinators, administrative field staff, Programme Experts in HQ.

- Field representation of SIDA

- Other interesting parties:

- ActionAid Palestine
- Al Muntada Network against Gender Violence (West Bank)
- Amal Network against Gender Violence (Gaza)
- Union of Health Work Committees, UHWC
- Palestinian Counselling Center, PCC
- Women's Center for Legal Aid and Counselling, WCLAC
- Ministry of Women's Affairs
- United Nations Population Fund, UNFPA
- UN Women
- International Labour Organization
- Ministry of Health
- Ministry of Education
- Ministry of Labour
- Other stakeholders suggested by Swedish representation

- Other donor agencies. AECID Technical Cooperation Offices in oPt, to assess synergies of this program with an AECID convention.

To maximize safety and efficiency in the implementation of the assessment, logistical assistance will be provided by Alianza offices in oPt, including the provision of logistical support from the staff of these offices.

3. Objective, Duties and Responsibilities, Deliverables

Objective

The objective of the assignment is **to develop a program proposal on women's rights in Palestine**, through utilizing innovative approaches of integrating human rights-based approach, gender perspective and intersectionality in prevention and protection for SGBV, women's economic rights and political advocacy on women's rights. The project proposal will be developed in close cooperation with Alianza, its partners and key national stakeholders.

Duties and Responsibilities

To achieve this objective, the assignment will entail the following:

- Undertake a situation analysis of the policies and interventions relevant for the project aims
- Work closely with Alianza and partners, both in HQ and in the field to familiarize herself/himself with their strategy, former interventions and intended field of action for this program
- Undertake the travel to selected locations for field work
- Design and write the full proposal according to donor rules and format on the stated deadlines.

Deliverables

The above will lead to following key deliverables:

- Detailed Agenda and Methodology for the assignment (including desk review, field work and proposal writing)
- Updated Mapping of Relevant Actors, including their relations and synergies
- Record keeping of the implemented tools in the field (FDG, interviews, meetings, etc.)
- Context and Power Analysis
- Identification of complementary initiatives and/or projects
- Problems and solutions chart with the alternative selection details

- Logical Framework Matrix of the program
- Detailed budget of the action
- Multi-actor workshop Methodology

Final Products

- Proposal to be submitted to the donor, including all compulsory annexes.

4. Required Skills of the Consultant

- Master's or doctoral degree, preferably in Social Sciences and Gender and Development.
- 10 years of experience in design, implementation, and assessment of development interventions, with at least 5 years' experience in gender-specific interventions.
- Experience in program design and results-based management for development and humanitarian programs. Proven experience in identification and proposal writing for big institutional donors.
- Gender analysis, human rights-based approach, and participatory techniques for projects' design.
- Analytical skills and research capacity; interpreting, analysing, complex international development issues and representing such information in a clear and concise written manner including with theory of change and result action frameworks.
- Work experience using logical framework approach
- A good knowledge of socio-political policies and the situation in the Middle East, Palestine, as well as the specific conditions affecting women and girls.
- Strong written English skills at international standards and ability to produce well-written project proposals that demonstrate excellent analytical and communication skills.
- Ability to work with the organisation and with other stakeholders to ensure the delivery of a high-quality product in a timely manner.
- Facilitation skills, working with programme staff and senior managers.
- Relationship management and partnering.
- Project management, scheduling, and organising.
- Research, and information gathering and analysis.
- A good command of Spanish is desirable.
- A good command of Arabic is desirable, translators and/or interpreters should be subcontracted by the team in case they don't include Arabic speakers among the experts.

Single consultants or teams will be accepted as far as they match all the required skills.

5. BUDGET

The total estimate for the required assessment is maximum € 12,000 (including VAT), payments will be as follows:

Payments
50% Upon signature of the contract
25% Upon the submission of satisfactory outputs as per the agreed work plan (to be developed at the beginning of the assignment)
25% Upon the submission of the final products approved by Alianza

6. Submission of Tender and Selection Criteria

Submission of tenders should be made by email to the addresses listed below, indicating on the cover page "Contributing to greater gender equality in Palestine" – Identification and design of SIDA funded program for Alianza

The content of the dossier should include the following sections as a minimum:

- A) Preliminary methodological proposal for the implementation of the work, including work plan and main tools to be used**
- B) Detailed description of the consultancy team**
- C) Detailed Budget**

All proposals must be submitted in English and/or Spanish.

Criteria for assessing tenders: Tenders received will be assessed according to the following criteria and standards:

(1): Technical quality of the proposal (maximum 4 points out of 10 for the proposal. Minimum of 3 points).

(2): Professional profile, CVs of the assessment team (maximum 5 points out of 10 for the proposal, minimum 3 points).

(3): Budget (maximum 1 point out of 10 for the proposal as a whole).

Place and deadline for submission of tenders:

Tenders should be submitted in English by email to: cmunoz@aporsolidaridad.org and bmingo@aporsolidaridad.org indicating the reference "SIDA Program Design Palestine" in the email subject.

The deadline for submission of tenders is **22nd August 2021**.

ActionAid is committed to preventing any type of undesirable behaviour at work, sexual harassment, sexual exploitation and abuse, lack of integrity and/or financial malpractices. We expect from all our staff and volunteers to share this commitment and our code of conduct, as well as other related policies. Only those who share our beliefs and code of conduct will be selected to work for us