Terms of Reference for the Capacity Building Needs Assessment

**East African Migration Routes Project**

November 2021

|  |  |
| --- | --- |
| ***Type of the study:*** | Capacity Building Needs Assessment |
| ***Name of the project:*** | East African Migration Routes Project |
| ***Start and End dates:*** | First phase 04.2021 – 01.2024 |
| ***Project locations:*** | River Nile and Khartoum |
| ***Thematic areas:*** | The project is built on multiple and integrated thematic areas |
| ***Donor:*** | Swiss Development and Cooperation Agency (SDC) |
| ***Estimated beneficiaries:*** | Approximately 10,000 vulnerable children and youth  Approximately 50 partners |
| ***Overall objective of the project:*** | 10 Year Goal:  Countries along the East African Migration Routes have child-protection policies and adequate organizational capacities to ensure protection and enable self-reliance of children and youth in vulnerable displacement situations. |

# Introduction

In March 2019, Save The Children International started the implementation of the Inception Phase for the regional project “East African Migration Routes” (“the project” or “EAMR”). The main objective of the 14-month long inception phase is to conduct 5 studies and test activity approaches, in order to inform the design of the future interventions. This Terms of Reference (TOR) provides background information about the project, scope of the Capacity Needs Assessment, outline of suggested methodology, timeframe and guidelines for providing the proposals.

# Project background

“East African Migration Routes” project is a 10-year initiative funded by SDC, with the overall goal for the countries along the East African Migration Routes to have child-protection policies and adequate organizational capacities to ensure protection and enable self-reliance of children and youth in vulnerable displacement situations. The initiative is divided in 4 phases: Inception phase (04.2021 – 01.2024,) First implementation phase (05.2020 – 02.2023,) Second implementation phase (03.2023 – 02.2027), and Consolidation and phasing out phase (03.2027 – 02.2029). During the 4 initial years, the project will start its activities from the main urban hubs in Egypt, Ethiopia and Sudan (Addis, Cairo, Khartoum), and will be primarily responsible for delivering the outcome 1 and 2, while contributing to outcomes 3 and 4 in the results framework (see Table 1 below).

Save The Children International is currently implementing the inception phase of the project, with the first half of the inception phase dedicated to start-up test activities, with months 3-8 dedicated to conducting multiple studies and assessments as well as testing innovative interventions and approaches. Months 8-10 will be dedicated to analysing the results of these studies and testing to inform the production of the proposed design for the first implementation phase.

Target geographies for this project will be largely focused on the major urban centres three countries (subject to trend monitoring of migration routes). However, a small portion of the project’s focus during the implementation phase will also target key points along the migratory routes from Ethiopia to Sudan, where vulnerabilities are extremely high for children and youth. This will also set the groundwork for exploring future cross-border coordination, regional cooperation and joint responses.

The project will target vulnerable children, defined as under 18 years of age, and youth, defined as 15-24 years of age, on the move. Specific attention will be given to children and youth who are often the most vulnerable to abuse and exploitation: hard to reach children and youth, unaccompanied, unregistered, children and youth living and/or involved in street work, trafficked children and youth. Save the Children will use the term ‘children and youth on the move’ which is defined as *“children or youth moving for a variety of reasons, voluntarily or involuntarily, within or between countries, with or without their parents or other primary caregivers, and whose movement, while it may open up opportunities, might also place them at risk (or at an increased risk) of economic or sexual exploitation, abuse, neglect and violence”[[1]](#footnote-1).*

The East African Migration Routes project will draw upon Save the Children’s guide to programming for children affected by migration and displacement, which outlines key approaches to meeting the short and long-term needs of children and youth on the move at whatever stage of migration they are at, whether pre-migration, in migration or displacement, or at the point of needing durable solutions. Save the Children has child focused lens to understand durable solutions, which is also used in the design of the project. In addition to applying best practices for programming for children and youth on the move, and using a child-sensitive durable solutions framework, there are several cross-cutting programming principles which need to be taken into account: 1) Rights based programming; 2) Child/youth participation and empowerment; 3) Gender sensitivity and social inclusion and 4) Conflict-sensitivity (more details can be found in Annex 1 – Project Proposal).

*Table 1 - Results Framework as per proposal*

|  |  |  |  |
| --- | --- | --- | --- |
| 10 Year Goal:  Countries along the East African Migration Routes have child-protection policies and adequate organizational capacities to ensure protection and enable self-reliance of children and youth in vulnerable displacement situations | | | |
| Outcome 1:  Children and youth in vulnerable situations have their rights respected and possess sound self-reliance capacities that allow them to improve their life perspectives | **Outcome 2:**  National and community organizations provide effective protection and life self-reliance support services for children and youth | **Outcome 3:**  Migration policies and strategies are inclusive and needs focused, addressing the vulnerabilities of children and youth through holistic protection protocols and treating support for self-reliance as integral part of protection | **Outcome 4:**  Switzerland profiles itself as a champion for the protection of children and youth in vulnerable displacement situations and promotes the corresponding agendas in national and regional coordination and policy fora |
| Result Indicators:  # of vulnerable children (girls and boys) and (female and male) youth accessing protection services through case management systems  # of vulnerable children (girls and boys) and (female and male) youth accessing self-reliance programs  % of vulnerable children (girls and boys) and (female and male) youth accessing protection services and/or self-reliance programs who report improved life perspectives | Result Indicators:  # of national public entities, civil society, and community organizations providing comprehensive case management in accordance with nationally agreed upon protocols  # of national public entities, civil society, and community organizations delivering self-reliance programmes to vulnerable children and youth  % of national public entities, civil society, and community organizations trained by the project, that directly engage in policy advocacy activities to promote protection of vulnerable children and youth | Contribution Indicators:  # of new channels linking the Regional Services Platform to policy and decision makers at national levels  # of reports to inform policy submitted to the Regional Services Platform  # of child and youth participation mechanisms engaging in national and/or regional policy dialogues | Contribution Indicators:  # of regional reports and products that showcase the contribution of Switzerland to the protection of children and youth in vulnerable displacement settings  # of national and regional coordination and policy fora in which the Project Team participates |

# Scope of the study

The main objective of the Capacity Building Needs Assessment is to identify the capacity gaps of the national public entities (both federal and state level entities), civil society, and community organisations with a role related to governing and managing policies and providing administrative services (particularly focusing Khartoum and River Nile). After capacity building needs assessment, staff of the assessed organizations will receive specialised training integrating new methods for assisting Children on the Move, based on gaps identified by the capacity gap assessment.

The assessment findings will be used by SCI, including its country and regional offices, SC Switzerland, and donor (SDC). The assessment report will inform the implementation of the first phase of project, and due programme adaptations will be done in the light of the needs assessment findings.

Due to the complexity of the project scope and technical approaches, the consultant is advised to review the provided internal SCI resources as described in Annex B in order to fully understand the terms of reference before drafting the proposal for the study.

# Methodology

The overall methodology should be participatory, inclusive (considering key aspects of gender, age, disability and other vulnerabilities), sensitive of social norms and practices, and should have essential ethical considerations for data collection which includes (safety of the respondents and seeking their informed consent to participate in this exercise.

The assessment methodology will utilize triangulation of secondary and primary data sources, as well as will rely on multiple methods based on the target groups of key questions mentioned above. The secondary data sources will involve both internal as well as external resources, including national data, reports by different NGOs, etc.

The study will primarily use qualitative methods so key informants’ interviews, FGDs and in-depth interviews needs to be included. Consultants/consulting firms should essentially include a capacity needs assessment interview guide as an essential tool besides other proposed tools.

The capacity needs assessment should ensure the data protection at all levels. The raw data will be stored by the Programme Management Unit at the regional level in a secured way. The consultant is obliged to follow the data collection ethical guidelines, ensure necessary approvals and consents, and follow needed steps.

# Expected Deliverables

**Deliverable 1: Data collection tools**: including detailed description of the method and the tool (including follow up questions, probing methods, etc)

**Deliverable 2: The Assessment Report**: with following structure: Table of Contents, List of Acronyms, List of Tables, Executive Summary, Background, Methodology, Main Findings (River Nile and Khartoum), Conclusions and Recommendations, SCI response plan and Annexes.

**Sharing the Assessment findings**: Report validation and recommendations preparation workshop.

**Progress updates** shallbe provided every 2 weeks throughout the implementation of the assessment to the EAMR Project Manager, more frequent updates will be expected during data collection.

# Timeline:

45 days

# The Assessment team

The consultant will be responsible for carrying out the assessment, including the design of methodology together with SCI team, data collection, processing, analysis and report writing. The following are expected capacities:

* Experience in conducting capacity needs assessment, mid-term or final evaluations, as well as experience of social research and analysis
* Experience in implementation of research in Sudan
* Experience in the region, as well as in the thematic area of migration
* Experience in conducting children, adolescent and youth consultation

# HOW TO APPLY

**Please note that this consultancy is for Sudanese Nationals ONLY**

Interested applicants will be required to prepare and submit the following documents:

1. Technical Proposal (1. Company/Organization profile and expertise; 2. Proposed Methodology and Implementation Plan 3. Management Structure and Key Personnel (CVs)
2. Financial Proposal (Detailed budget in SUD)
3. Any attachments and/or appendices that relates to the Proposal.

Please send to [janet.mugo@savethechildren.com](mailto:janet.mugo@savethechildren.com) and cc [sajjad.akram@savethechildren.org](mailto:sajjad.akram@savethechildren.org). Deadline for Proposals submission is **11 December, 2021,**

Only shortlisted applicants shall be contacted

1. Project proposal, Annex 1 [↑](#footnote-ref-1)