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Terms of References – Gender and Social Inclusion Assessment for Gender Strategy and Action Plan development

I. ToR Expectation

This ToR aims to appoint a research consultant/consulting firm with a proven track record in gender and social development studies to conduct a baseline Gender and Social Inclusion study, which will inform the development of a Gender and Social Inclusion Strategy including the Gender Action Plan. This study will take place in and around Mozambique's Maputo National Park and extended Environmental Protected Area (EPA) for a five-year project, titled: Ecosystem-based Adaptation to Climate Change - Conserving and Building Resilience. During the fieldwork, focus will be given to Administrative Posts of Bela Vista, Zitundo and Machangulo within the Matutuine District and in Inhaca Island (in the communities of Ngwane, Nhaquene and Ribjene).

The consultant will work for ADRA Mozambique in close coordination with ADRA Germany and must work on the agreed conduct.

The Adventist Development and Relief Agency (ADRA) is a global humanitarian organization with a mission to work with people in poverty and distress to create just and positive change. ADRA Mozambique belongs to the worldwide ADRA network, comprised of over 120 supporting and implementing country offices. ADRA has four core sectors; (i) Sustainable Livelihood, (ii) Health, Nutrition and WASH, (iii) Education, and (iv) Emergency Management.

II. Project and study background and objective

ADRA in partnership with Peace Parks Foundation (Consortium Lead) has been awarded a five-year contract by the Blue Action Fund, which is titled: Ecosystem-based Adaptation to Climate Change – Conserving and Building Resilience.

The aim of the project is to reduce climate change-related risks and enhance resilience for vulnerable coastal communities through the conservation and sustainable use of vital ecosystems upon which they depend and increased adaptive capacity, as well as contribute to raising awareness and knowledge sharing of an Ecosystem-based Adaptation (EbA) approach.

The project aims to target 6,305 individual beneficiaries directly (around 3,724 households with over 18,620 people directly benefiting and approximately 32,000 indirect beneficiaries).

The gender and social inclusion baseline assessment should inform a strategy that will strengthen the project's environmental and social safeguard roll-out, which include an in-depth understanding of the social dynamics of project affected people (PAP), as well as those who may be affected by gender and social inclusion risks. In

addition to this, the purpose of the assessment is also to ensure that the project equitably achieves the following outcomes:

- ✓ Improved resources, instruments, and capacities for Marine Protected Area (MPA) management and sustainable use - measuring perceptions and attitudes toward the protection of marine biodiversity;
- ✓ Strengthened adaptive capacity and reduced exposure to climate risks; and
- ✓ Enhanced climate resilience and sustainable livelihoods for communities.

Data of this study will be used by all project stakeholders, specially ADRA, Livaningo and AMA as a basis for benchmarking progress and later to provide a basis for comparing the change regarding attitude towards protection of marine biodiversity, vulnerable people inclusion in marine protected area management and livelihood opportunities.

III. Purpose of the assignment:

- a) Conduct the Gender and social inclusion study to collect evidence of the current Knowledge, Attitudes and Practices (KAP) that influence protection of marine biodiversity and the inclusion of vulnerable people in marine protected area management and livelihood opportunities, among the project beneficiaries;
- b) Create a Gender & Social Inclusion Strategy which will contain a clear **Gender Action Plan** (according to BAF standards) to equitably achieving the outcomes mentioned above.

The Gender and social inclusion assessment must collect baseline values for the following indicators:

- Proportion of women in leadership positions of fisheries and MPA management;
- The Portion of PAP, specially youth, with access to Reproductive Health services;
- Number of people with access Reproductive Health Component of MNP programme and Number of youths receiving psycho-social support through their membership in a Boys and Girls Club;

Main issues to be explored and analysed (cf. Blue Action Fund guideline: https://www.blueactionfund.org/wp-content/uploads/2020/10/200826_BlueAction_Gender_Guide.pdf) :

Gender and its socioeconomic, legal and political context:

- ✓ What social groups will be involved in the project? Are these groups characterised by class, ethnicity, age, female-headed or male-headed, caste, religion, others social categories or a combination of these and others categories?
- ✓ What kinds of behaviours, responsibilities and obligations of men/women are not considered 'normal' / are not socially accepted at the household and community level and outside the community? Which ones are?
- ✓ Are gender issues (including GBV) identified and addressed in relevant laws, policies and institutional arrangements relevant for protecting the rights of women and men in coastal communities? How?
- ✓ Are there any government institutional or NGOs dealing with mechanisms to respond to GBV? If yes, how? Are the communities involved within existing mechanisms?
- ✓ Are there customary laws or traditional user rights that affect women's or men's access to and control over marine and coastal resources?
- ✓ Are any sex-disaggregated data available in fisheries, coastal management or climate change sectors? If so, what information do they provide?

- ✓ Can the activities of local institutions working in the fisheries, coastal management or climate change sectors become a risk to strengthen gender equality locally?

Gender roles and responsibilities, knowledge and skills

- ✓ What are the different roles, responsibilities and activities, performed by women and men in the formal and informal economy in the community?
- ✓ Who manages the household (fetching water, cooking, collecting firewood, washing clothes, etc.) and takes care of children and/or the elderly? How much time is spent doing so?
- ✓ Do local social/cultural/religious norms forbid women or men or girls or boys from doing any tasks?
- ✓ What impacts are men and women experiencing due to climate change related risk (e.g. food insecurity, displacement)? What measures has been taken to reduce negative impacts and strengthen positive impacts?
- ✓ Have gender roles and responsibilities changed as a result of climate change? Has the amount of time/relative workload associated with these responsibilities placed greater time burdens on men, women, boys, or girls? How are people coping with these changes?
- ✓ What coastal and marine resources do women and men harvest (for food and for income)?
- ✓ What traditional knowledge and practices do they use? Whose knowledge about resources is valued and respected?
- ✓ Identify any risk associated with challenging gender roles norms.

Access to (use rights) and control (decision-making rights) of resources and livelihood assets

- ✓ Who has access to formal education?
- ✓ Do men and women have equal access to education and training regarding coastal marine resource management and climate change adaptation?
- ✓ Who manages and controls household resources, assets and finances? (e.g. buying equipment; paying for help with harvesting; selling products; using the income generated from harvest/production or sale of seafood products)?
- ✓ How far are women involved in decision making on family level? How far do women influence men's decision to participate in co-management or no-take zones? How far can women influence their men peer to avoid ecosystem destruction?
- ✓ How are women and men involved in community decision making (e.g. creation of a new MPA, co-management or no-take zones)? Are there inclusive and gendered approaches that include women and men (taking into account different social categories: age, disability, religion, ethnicity, household headed, caste and so on) in community based or participatory monitoring?
- ✓ What are the different levels of access to/control for women and for men for fisheries inputs (e.g. fishing vessels, outboard motors, bait, nets, freezers, processing tools, transport, markets, access to loans and credit, fisheries extension officers and technical expertise)?
- ✓ What social/cultural/religious structures does the community use to make decisions? How do men and women of different ages participate in and influence these community structures?
- ✓ What measures can the project take to mitigate any relevant gender gaps and to ensure benefits for both women and men?
- ✓ Identify any risks associated with addressing unequal decision making in the home and in the community?

Gender and Access to information

- ✓ How do the target groups (disaggregated at least by age and gender) usually access information related to fisheries, coastal management or climate change, which are their main sources (consider radio, bulletin boards, mobile phones, community meetings, etc.)? Do they have adequate and equal access to information sources? What would be necessary to improve access to other media or information channels?
- ✓ Do men (fathers, brothers, husband and other relatives) and administrative or traditional/religious leaders limit the access of women to information and other resources related to fisheries, coastal management or climate change? If not, what barriers limit and what opportunities improve access for certain groups (e.g., literacy, language, or time barriers or limited access to technology)?
- ✓ Identify any risks associated with addressing unequal access to services and information related to fisheries, coastal management or climate change.

Gender in the context of benefit sharing

- ✓ How will benefits be shared? Will the project cause an increase/decrease in women's, children and men's workloads?
- ✓ Are there measures in place to support women's productive and reproductive tasks, including unpaid domestic and care work?
- ✓ How might project activities change or affect gender and other social relationships? Is it possible these interventions could worsen tension and increase or instigate violence, or marginalisation, leading to GBV or other forms of violence?
- ✓ Are there opportunities to positively transform gender inequality by reducing women's exclusion and leading to equality in development outcomes across communities?

IV. Timeframe

The consultant will work for ADRA Germany in close coordination with ADRA Mozambique. It is expected that in the first days, he/she will be based in Matutuine and during the finalization of the data analyses, he/she can work remotely from Matutuine and Inhaca Island.

The consultancy is expected to take place over 13 days starting October 12th 2022.

The consultant should submit a work plan and timetable which allows for the deliverables outlined above to be achieved in line with the dates specified below:

	Task	Date	Responsible	Location
01	Sign contract, Orientation with ADRA – Protocols and existing project information	October 12 th and 13 th	ADRA Moz	ADRA Office in Maputo
02	Inception report	October 18 th	Consultant	Online
03	Hiring of enumerators, finalize interview guide	October 21 st	Consultant under ADRA supervision	Matutuine and Online
04	Practical training to enumerators	October 24 th	Consultant	Matutuine
04	Data Collection	5 Business Days October 25 th to 28 th And 31 st	Consultant	Matutuine and Inhaca Island
08	Submission of first draft report	November 11 th	Consultant	Online
09	Feedback from ADRA on the draft report	November 17 st	ADRA	Online
10	Submission of final report and presentation	November 24 th	Consultant	Matutuine

Application deadline: October 6th, 2022

V. Methodology

The baseline study will follow a mixed-methods approach that includes a combination of desktop reviews of project and other relevant documents; questionnaires and interviews with Project Affected People (PAPs); Focal Group Discussions (FDG). It is expected that the consultant/consulting firm hires enumerators / facilitators with proven past experience on qualitative studies and fluent in local language Ronga and in Portuguese.

For this study, the consultant will have a guidance from the program staff at ADRA Germany, Peace Parks Foundation Mozambique and Park and ADRA Mozambique, and will collaborate with local partners AMA and Livaningo. Evaluation tools, methodology and findings should be reviewed and approved by the evaluation manager at ADRA.

VI. Deliverables

The consultant will be responsible for leading this study and its report design, with ADRA staff making regular contributions through a collaborative process.

The following documents must be submitted:

- An **Inception Report** explaining the consultant understands of the ToR, the general approach to the assignment, the methodology to be used (approach, tools, means, coordination) as well as a work plan. The Inception Report must be approved by ADRA before the next steps of the task can take place.
- A **final report** presenting the key findings of the analysis, conclusions and recommendations for discussion and agreement
- Gender & Social Inclusion Strategy which will contain a clear **Gender Action Plan** (according to BAF standards)

In case of satisfactory completion of the work there might be an option for follow-up contracts for interim/midterm evaluations, as well as the endline assessment.

VII. General Data Protection Regulation

All documents and data collected are to be treated confidentially and, in the case of personal data, in accordance with the provisions of data protection law (in particular the EU General Data Protection Regulation and the Federal Data Protection Act) and are to be used exclusively for the evaluation. Interviews are always anonymized. No later than one year after the completion of an evaluation, the contractor shall destroy the data and documents permanently and in accordance with data protection law.

Additionally, ADRA requires that the datasets that are compiled or used in the process are submitted to ADRA when the evaluation is completed. Data must be disaggregated by gender, age and other relevant diversity, in line with the project's Theory of Change.

VIII. Payment Schedule

Payments will be delivery-based. Any deliverable not meeting the required specifications will have to be reworked and resubmitted at no additional cost to ADRA. The proposed payment schedule for this assignment is a 40% at the beginning of the assignment, after submission of inception report and 60% of the payment upon submission of the final assessment report and Gender & Social Inclusion Strategy with all the indicated satisfactory deliverables shared and agreed upon.

IX. Qualifications and specialized knowledge/experience required

We expect that the potential candidates should be whether individuals or companies, however, we encourage companies with proven experience in the related matters (livelihoods, gender and social inclusion).

- Advanced university degree (Master) in Social Sciences (Sociology, Anthropology), or a related discipline;
- Minimum of 10 years of relevant professional and technical expertise in research in gender and social inclusion studies in Mozambique, with an adequate understanding of the landscape in the South region;
- Expertise in qualitative data collection tools and methodologies;
- Good knowledge of gender and social inclusion approaches;
- Experience on conducting gender analysis studies;
- Experience or familiarity with friendly environmentally projects;
- Language skills: Portuguese and English essential. Speaking local languages (Ronga and Changana) will be an advantage.

X. Selection Criteria

In addition to the quality of the content of the offer, the total price and scope of the services offered, previous experience of the services offered, previous experience, references, and target group orientation are also considered. The following evaluation basis is available for this:

- Presentation of experience (incl. references) in the implementation of comparable proposals (30%)
- Concept sketch with a first method proposal and work plan (40%)
- Qualification of the team (30%)

For the evaluation of the proposals, the indicative method will be used. The proposals will be ranked using the formula below to determine the proposal with the best value for money. The contract will be awarded to the bidder with the best value for money.

Formula: Ratio Z= Total Technical Points (TP) / Quoted Price (P).

XI. How to apply

Qualified candidates are kindly requested to submit their application by email to jjangaia@adramozambique.org mlumbela@adramozambique.org & aismael@adramozambique.org in English language. Please use “**Gender & Social Inclusion Study**” as subject line of your email.

The application should include:

- A cover letter addressing the selection criteria above
- Applicant’s CV, highlighting relevant experience (of the team and the firm) to this baseline study;
- Specific roles and responsibilities of the team leader, supervisory chain and other core members of the evaluation team;
- A sample proposal from a prior assignment with content directly relevant to this assignment
- Technical proposal illustrating the applicant’s understanding of the TOR and potential detailed plan of action for field work with schedule of key activities preferably in a format of a Gantt chart;
- Financial proposal: Cost estimates for services rendered including daily consultancy fees
- Contact details of at least two references from among recent employers or clients

The consultant must adhere to humanitarian principles, ADRA Protection Policy, and ethical values of ADRA.

Application deadline: October 6th, 2022