


<b>Terms of Reference for a Consultancy Assignment</b>	<b>Approval No:</b>  <b>Confidential: Yes/No</b>
<p style="text-align: center;">This document forms Schedule 1 of the Consultant's Agreement.</p>	

<b>Assignment Title: Conflict and Stakeholder Analysis with focus on WPS &amp; YPS - Afghanistan</b>
<b>Consultant's Name:</b>
<b>Location of Assignment: Afghanistan</b>
<b>Partner's Name: N/A</b>
<b>Cluster Lead's Name: Martin Leach</b>
<b>Does this assignment require the consultant to have either one-to-one contact, regular or frequent contact with children or young people under the age of 18? Yes/No</b>

Please note: A DBS/police check is required when a consultant has either one-to-one contact, regular or frequent contact with children and/or young people in the course of their assignment.

<b>Date of Request for Quotation:</b>	10th February 2021
<b>Deadline for Submission of Quotation:</b>	23rd February 2021
<b>Details of contact at Tearfund</b>	
<b>Name:</b>	Manal El Tayer
<b>Email address:</b>	<a href="mailto:manal.eltayar@tearfund.org">manal.eltayar@tearfund.org</a>
<b>Additional contact details</b>	Please cc: <a href="mailto:corine.verdoold@tearfund.org">corine.verdoold@tearfund.org</a> in any communication.

## BACKGROUND

Tearfund (TF) identified Fragile States (FS) as one of its three corporate priorities with the intention of scaling up its investment and impact in FS, the goal being to see communities and individuals in FS mobilised to work together across social divides to address the root causes of conflict, restore broken relationships, and respond to crises. A key part of this response is to build and sustain peacebuilding capacity across our priority FS.

In order to meet this goal, Tearfund is looking to better understand the dynamics of conflicts in Afghanistan, with special attention to 3 to 4 target regions to be identified. Locally and nationally, Tearfund seeks to identify the below:

1. Key drivers of conflict and fragility, and
2. Key actors working for peace and justice, with a focus on women and young adults.

Understanding the impact of the conflict on women and young adults and the roles that they play in both enabling and resisting conflict is essential.

Tearfund is looking to conduct a conflict analysis and mapping of entities working in the field of peacebuilding, with a special emphasis on Women, Peace and Security (WPS) and Youth, Peace and Security (YPS).

The deeper understanding provided through this analysis will enable Tearfund (TF) Afghanistan to design an integrative plan that links its responses on the ground. 2021 marks TF's 50th anniversary of being involved in Afghanistan. Over the last 50 years, TF mainly worked through partners, building their capacity and enabling them to implement projects in WASH, community health, livelihood and protection. Mapping these interventions against the identified drivers and capacities for peace, that include a gendered and youth perspective will highlight possible opportunities for more effective work both in and on conflict.

## PURPOSE

The purpose of the consultancy is to conduct a conflict and stakeholder analysis informing Tearfund's strategy and approach in Afghanistan by:

1. Providing a clear understanding of the current conflict context and dynamic from individual, to community, to structural levels by identifying key drivers of conflict and fragility.
2. Better addressing the root causes of fragility within the country.
3. Identifying opportunities and resources for programming, including peacebuilding programs, especially in areas relating to women and young adults.

## OBJECTIVES OF THE CONFLICT AND STAKEHOLDER ANALYSIS

1. Develop an **updated, current**, clear and comprehensive framework of the **current** dynamics of conflicts and their root causes in Afghanistan, with special attention to identified regions.
2. Identify key drivers of conflict, and capacities for peace at each level suggesting key entry points for programming or advocacy **in line with Tearfund's Fragile States and Peacebuilding framework**.

3. Through a stakeholder mapping and analysis, identify actors working for peace and justice who can potentially become Tearfund's Agents of Change. A focus on women and young adults should be maintained throughout .

#### **KEY QUESTIONS TO BE ADDRESSED LOCALLY AND NATIONALLY<sup>1</sup>:**

1. Who are the main actors, stakeholders, and decision makers? Both formal and informal.
2. What are the dynamics of past/current conflicts in that(those) region(s)? And what are the Key Drivers of Conflict?
3. Identify actors working for peace and justice, with a focus on women and young adults in the identified cities/villages and hold Key Informant Interviews (KIIs) and/or Focus Group Discussions (FGDs) to assess their needs and better understand their vision.
4. What encourages the participation of women and young adults in decision making in peace processes, conflict prevention and peacebuilding?

#### **TARGETED LOCATIONS**

- The target location for this analysis is Afghanistan. However recognising that for effective analysis of more regional and local dynamics a more targeted approach will be required, as part of the analysis process the consultant will need to conduct an initial scoping exercise and in consultation with Tearfund and Tearfund's local partners, identify key target regions within Afghanistan for deeper analysis<sup>2</sup>.

#### **METHODOLOGY**

A mix-method approach and methodology will be used to gather key data. The methodologies will include:

- Desk research, building on Tearfund's history in Afghanistan, to identify recent conflict analysis and mapping of actors working for peace and justice carried out in Afghanistan, with a focus on women and young adults. Where appropriate, the secondary data will be included in the conflict and stakeholder analysis report. In other words, information that is readily available and published within the last 2 years will be used as complementary information.
- Key informant interviews and/or Focus Group Discussions with a wide range of actors working for peace and justice at all levels in Afghanistan, such as Tearfund's partners, community leaders, religious leaders, peacebuilders, CSOs leaders, government officials, stakeholders, etc. Special focus to the regions identified in consultation with Tearfund should be administered. Key informant interviews will provide information about the context of conflict issues in the identified regions, the stakeholders of conflicts, efforts that have been done for conflict transformation, peacebuilders and CSOs who are influential in these regions. This information will be used in future programmatic decisions within Tearfund.

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<sup>1</sup> Further details can be found in the Annex

<sup>2</sup> Note, Badakhshan will likely be one region that must be included as one of the target regions.

Face to face KIIs/FGDs are preferred, however the viability of consultant travel to Afghanistan in light of Tearfund’s current travel policy, security considerations, and the COVID-19 situation of both the consultant’s base country and Afghanistan will need to be assessed and determined in consultation with bidding consultants (see more below in Application section).

- Peacebuilders mapping aims to identify potential actors to be engaged in future Tearfund programming, with a specific focus on women and young adults, and ensuring its alignment with Tearfund’s Fragile States and Peacebuilding Approaches

### ESTIMATED DURATION, DEADLINES AND TIMELINES

The total number of working days for this assignment will be 6 weeks from the date of signing the contract. The following timeline will be followed:

Hiring the consultant	24 February 2021
Brief and Initial Scoping on Tearfund’s history in Afghanistan, FS and Peacebuilding Approaches, and addressing any questions: 2hr meeting between TF and the consultant	25 February 2021
Submission of inception design for the conflict and stakeholder analysis to TF for comments	1 March 2021
Desk Research and Data Collection on the Field	8th – 27th March 2021
Submission of first draft of conflict and stakeholder analysis for comments from Tearfund	29th March 2021
Submission of final edited & oral presentation of the findings	12 April 2021

### EXPECTED OUTPUT & DELIVERABLES

- **PowerPoint Presentation of the main findings:** A verbal presentation and discussion on the findings of the report supported by visual aids (preferably a ppt). This may be delivered face-to-face or remotely, depending on situational constraints. Approximately 1 hour including the discussion should be scheduled for this meeting.
- The final **conflict and stakeholder analysis**, in Microsoft Word, after incorporating the comments from TF. The report should be written in English language and should be around 25-30 pages (excluding annexes) in length and consists of:
  - o Cover Page. Tearfund will provide a sample cover sheet for reference.
  - o Table of contents, list of acronyms/abbreviations and list of tables and charts
  - o Executive summary of key findings and recommendations – no more than 3 pages
  - o Introduction: Context analysis, methodology with clear explanation of sampling, FGDs/KIIs participant selection and data analysis approach

- o Findings, analysis, and conclusions with associated data presented, via a reasonable balance of narrative vs. graphs and charts (mandatory)
- o Recommendations for future activities/intervention. The recommendations should be forward looking and should focus on program design, implementation methodology and approach, project monitoring and evaluation system, among others.
- o Appendices, which include collected data, detailed description of the methodology with research instruments, list of interviewees, bibliography, and consultant(s) brief biography
- All handwritten and electronic transcripts of KIIs and FGDs and any photographs taken during the baseline should be submitted to Tearfund. Further to this, all information generated during the consultancy will be the sole property of Tearfund and is subject to submission to Tearfund along with the final report.

### **CONSULTANT SUITABILITY REQUIREMENTS**

- Graduate degree in Peace and Conflict studies or related field
- Significant experience (5+) in conflict or development programs in fragile states or violent conflict contexts
- Proven qualitative research skills
- Showing a sense of dedication to peace and conflict transformation
- Fluency in written and spoken English. Knowledge in Pashto and/or Dari are highly desirable.
- Strong background in participatory design methodologies
- Strong knowledge and experience working on conflict and peace in Afghanistan is essential.
- Strong knowledge and experience working on Women, Peace and Security and/or Youth Peace and security is essential
- Ideal candidate will have had some kind of professional Personal Travel Security Training (HEAT etc).

### **MANAGEMENT OF CONSULTANCY and SUPPORT FROM TEARFUND**

The consultancy task is commissioned and will be managed by Manal El Tayar, ENA Fragile States and Peacebuilding Advisor.

The precise details of tasking, reporting and budget management will be worked out and confirmed by the ENA Fragile States and Peacebuilding Advisor and the Afghanistan Country Director.

Responsibility for practical arrangements such as logistics and administration will lie with the relevant country team, with support from the ENA Fragile States and Peacebuilding Advisor.

Tearfund will provide all necessary access to relevant Tearfund documents.

Should travel to Afghanistan be viable, logistical support from Tearfund's country and cluster offices will be provided for consultant travel, accommodation, visa application administration. This will be discussed with potential consultants prior to contract signing.

## **PRIMARY DATA**

The consultant should draw on the following resources in order to ensure the outputs reflect and fit within these frameworks:

- TF's Afghanistan country strategy and Annexes 1-3
- Tearfund's Fragile State paper and Theory of Change
- Tearfund's Peacebuilding framework
- Tearfund's Agents of Change Approach Paper

## **APPLICATIONS**

Interested candidates should send the following documents to [manal.eltayar@tearfund.org](mailto:manal.eltayar@tearfund.org) cc: [corine.verdoold@tearfund.org](mailto:corine.verdoold@tearfund.org), by Tuesday 23rd February 2021 at 5pm UK time:

- The CV of the consultant (and any assistants)
- A proposed budgeting plan, not to exceed £10,000. If the consultant charges VAT, kindly ensure that this is included for all costs claimed by the consultant.
- A sample conflict analysis and/or stakeholder mapping report produced by the consultant
- Contact Information for 3 references from previous consultancy employments of the same/similar nature to this consultancy (see Annex II for details)
- Any relevant information regarding the consultant's willingness and ability to travel to Afghanistan to conduct data collection.
- Confirmation of consultant's ability to deliver the requirements of the Terms of Reference within the Estimated timeline provided or any relevant comments regarding the timeline and the consultant's availability (within reason).
- A completed Safeguarding Declaration Form

# Annex I:

## EXAMPLES OF KEY QUESTIONS TO BE ADDRESSED LOCALLY AND NATIONALLY:

Who are the main actors, **stakeholders**, and **decision makers**? Both formal and informal.

- What are their agendas? Powers? Interests? Needs? Resources?
- What are their main motives and incentives?
- What capacity do they have to carry out acts of violence and/or promote peace?
- Is there absence of mitigating factors?

What are the **dynamics of past/current conflicts** in that(those) region(s)? And what are the **Key Drivers of Conflict**?

- What is the history of the conflict in the area being assessed? What is the situation of armed conflict and other forms of instability?
- What is the conflict about? What are the causes, root causes? What are the key drivers of conflict? Particular attention needs to be headed for:
  - Demographic pressures
  - Refugees & IDPs
  - Uneven economic development
  - Group grievances
  - Human flight & brain drain
  - Poverty and economic decline
- What structures contribute to long-term fragility? Particularly, where are the weaknesses of the state institutions?
- What groups are involved in the conflict? What divides these groups? What connects these groups?
- Are there identifiable 'spoilers' or 'champions of peace'? Ensure asking about women/girls among the spoilers and champions
- Where are the conflict-affected areas geographically located? Urban or rural setting?
- Does conflict get worse at any particular time or period?
- How are (have) women and girls (been) especially impacted by the conflict?

Identify **actors working for peace and justice, including women and young adults** in the identified cities/villages and hold Key Informant Interviews (KIIs) and/or Focus Group Discussions (FGDs) to assess:

- What are their current needs?
- What is/are their vision(s) for the region?
- How may we collaborate with them in furthering their work?
- What issues may we need to be aware of in order to ensure we 'do no harm' in the process?
- Which organizations/local, regional, national and international actors do they work/collaborate with?

- Which other actors do we need to reach out to in order to fully understand the issues/conflicts at hand?
- How have they been particularly impacted by the armed conflicts?
- What interventions have already taken place? What were these interventions' successes and areas of improvement?

What **encourages** the **participation** of **women** and **young adults** in decision making in peace processes, conflict prevention and peacebuilding?

- Assess actors' knowledge and/or awareness of local, regional and international laws and policies relating to UNSCR 1325, UNSCR 2250, Goals 5 (Reducing Gender Inequality) and 16 (Promoting Peaceful and Inclusive Societies) of the SDGs, CEDAW, the National Action Plan (NAP) developed in 2015, the 2018 UPR of Afghanistan: Recommendations on WPS, among others
- Identify platforms enabling meaningful participation of women and young adults in decision-making in peace processes, conflict prevention and peacebuilding.



# Annex II:

## REFERENCES CONTACT INFORMATION:

Kindly provide the following information for 3 references from previous consultancy employments of the same/similar nature to this consultancy:

- Name
- Job Title
- Company Name
- Assignment name/title
- Value of previous assignment
- Email Address
- Phone Number
- Years Known