

Terms of reference for Consultancy – iD4C Toolkit Uganda

1. INTRODUCTION

About Humanity and Inclusion (HI)

Outraged by the injustice faced by people with disabilities and vulnerable populations, we aspire to a world of solidarity and inclusion, enriched by our differences, where everyone can live in dignity.

Humanity & Inclusion is an independent and impartial aid and development organization working in situations of poverty and exclusion, conflict, and disaster. We work alongside disabled and vulnerable people to help meet their essential needs, improve their living conditions, and promote respect for their dignity and fundamental rights.

Since the 1990s, HI has developed a thorough analysis of violence against women and children with disabilities by conducting qualitative studies and action research, designing, and implementing disability inclusive GBV/VAC prevention and response programs in a various range of humanitarian and development contexts.

For further information about the association: <http://www.hi.org/>

Context

Through the Project INSPIRE funded by CDCS, HI will pilot a new approach called iD4C. The iD4C programme is an innovative and transformative life skills programme for young people with and without disabilities through the use of dance and music. This life skills programme will aim to reduce violence and increase access to SHR/GBV/MHPSS services for young people. This pilot project will target 192 adolescents with and without disabilities (96 boys and 96 girls) in Nakivale. Nakivale is the oldest refugee settlements in Africa. According to the last population dashboard (August 24) there is 27 669 adolescents (12-17 years old) living in Nakivale mostly from DRC, Burundi, Eritrea, Ethiopia, Rwanda, Somalia, and South Sudan.

The programme will offer regular sessions combining inclusive dance classes with easy-to-learn choreographies designed to be fun and accommodate young people with different types of disabilities. During the sessions, key messages of inclusive CSE, Mental Health, SRHR and GBV will be shared, covering topics such as consent, sexuality, gender equality, body image, use of social media etc. as well as well as information on available inclusive support services.

Each participant will attend 21 sessions, each 2 hours long (45 minutes of dance and 60 minutes of discussion), over six months.

Dance has long been recognized as an effective and impactful way to engage youth in discussions around sensitive topics like SRHR, GBV, and gender norms. Similarly, inclusive dance as a tool for social cohesion and inclusion is well-established. The innovation of the iD4C methodology lies in its unique combination of both approaches—something that, to our knowledge, has not been done before.

2. OBJECTIVE OF THE CONSULTANCY

At HI, there is currently no standardized methodology, facilitators, or training manuals for implementing inclusive life skills program targeting adolescents with and without disabilities.

Expected output

Develop the iD4C Toolkit contextualized to the sub-Saharan African context for supporting adolescents with and without disabilities to address key issues on life skills, mental health, reproductive health and gender-based violence. This Curriculum is to draw from best practice in psychosocial support, life skills education, adolescents' health, and protection, and targets adolescents with and without disabilities through approaches that focus on music and dance. The iD4C activities will be run by community volunteers. The toolkit will include an activities curriculum for the adolescent, facilitators notes, a participant workbook, a training pack for the facilitators and MEAL tools.

3. SERVICE DURATION AND LOCATION

- Approximately 30 days over the period
- The duration of this assignment is approximately two months, expected to start on **22/10/ 2024 and end 15/12/2024.**
- Its's a home-based position but during this period, the consultant is expected to visit Nakivale Camp for one week between **11th – 17th November 2024.**

Logistic Support Requirements: HI will support the consultant by providing transport from Kampala to field locations and other administrative/logistical support where possible. The consultant will also be availed office space during his/her stay in-country.

4. EXPECTED DELIVERABLES

Deliverable 1 : Initial report (Desk review) and field mission

Submit a report to highlight missing topics, modules and materials, as well as gaps and limitations in current life skills / CSE tools and intervention related to disability inclusion. This report must provide recommendation on which topics should be address in priority and the best methodology for iD4C and include lesson plan with 21 sessions (topics, timeframe, key messages and resources shared).

- Review available adolescent toolkits including the toolkits developed by the different Government Ministries in sub-Saharan African context, including the Ugandan one.
- Obtain inputs from partners/ other actors working in Uganda/Nakivale and adolescents with and without disabilities in order to address their specific needs and contextualized the content
- Identify contextualized media content (videos & tutorials, podcast, infographics, songs, etc.) that address iD4C topics to be integrated in the curriculum.

This initial report needs to be submitted right after the field visit, once validated by the HI technical specialist the work on the toolkit will start

Deliverable 2 : A structured iD4C Activities toolkit

The iD4C activities toolkit will provide lesson plans, activities material and instructions (role playing tools, games, infographics, pictures etc.) for the 21 sessions targeting adolescents.

This toolkit will also include

- **Facilitators notes for each of the sessions:** key information to know & share, objective of the session, the material needed, the set-up required, the specific attention to be put on certain sensitive topics, frequently asked question & answer, adaptation tips etc.
- **Workbooks for iD4C participants:** that include key information, writing space for self-reflection exercise and home activities related to each session

Content will be related to the songs & choreographies used though the project.

The HI technical committee will work with the consultant to identify and provide a list of songs & choreographies related to the agreed topics by the end of November.

Deliverable 3: Training pack for iD4C facilitators (Discussion facilitation)

Consultant will develop a training pack in order to train the iD4C facilitators in the use of the iD4C Toolkit.

This training will focus on how to facilitate the discussion part of the iD4C program over the 21 session. This training should provide key knowledge on the several topics but also address negative and harmful values & beliefs that facilitators may have related to gender equality/GB, inclusion, mental health and sexuality.

This training pack should include pedagogical plan, modules (PowerPoint), hand-out and activities.

This training should be designed to be delivered over 10 half days.

Please note that a separated guideline and training will be developed in parallel to enhance dancing teaching methods of iD4C facilitators.

Deliverable 4: MEAL tools

Consultant will provide MEAL tools related to the ID4C approach to be used by iD4C facilitators and project team such as:

Attendance sheet

Pre- and Post Tests: to measure skill level improvements and attitude change over time (for both participants and facilitators).

Feedback Forms: For both participants and facilitators to track progress and program effectiveness.

Behavioural Observation Tools: Checklist to assess the practical application of iD4C learnings in real-world scenarios.

HI Project Manager is the direct supervisor and person responsible for this consultancy. She will coordinate with the service provider on a detailed work plan and deliverables. The final products as per the above expected deliverables should be submitted after a systematic process of drafting, reviewing, editing and validation with HI technical specialists (SRH, MHPSS and Protection). The consultant will collaborate strongly with HI Technical specialist (SRH Regional specialist based in Uganda and Protection Global specialist based in France) and technical meeting will be set up.

Deliverables should be submitted in English and French (Deliverables 2,3,4)

These should be shared on the following email addresses:

procurement.tenders@uganda.hi.org

5. Expertise required

The consultant should possess relevant experience in undertaking a task of similar nature and magnitude, and shall have the following qualifications, experience and skills:

- An advanced degree in one of the following fields is required: SRH, gender studies, social sciences, child protection, education, social work, human rights and/or international development.
- A minimum of 8 years of professional experience in youth and adolescent development and/or GBV prevention and response and reproductive health.
- Demonstrated experience in developing and using tools for adolescents, psychosocial, GBV prevention and response especially with respect to competencies such as socio-emotional learning, critical thinking, and creativity.
- Familiarity with or past experience working with UNICEF and/or other similar UN organizations or development agencies developing life skills or CSE programs;
- Capacity to develop adolescent friendly content and accessible document;
- Experience working in disability inclusion and/or working with adolescents with disabilities.
- Experience in gender transformative approaches within protection
- Working experience in EastAfrican countries an asset.
- Ability and willingness to travel to Uganda during the assignment.
- Excellent writing skills in English and French. Knowledge of Swahili is an asset.
- Graphic design skills an asset

6. Application procedures

Applications should be submitted **by Tuesday 15 of October 2024** to procurement.tenders@uganda.hi.org, indicating in the subject of the e-mail:

“Consultancy for iD4C Curriculum.

The submission should include :

- ✓ Financial Proposal that includes all professional fees, accommodation, transport, allowances, and any means cost of the activities (to also include 18% VAT and 6% WHT)
- ✓ For international consultant, indicate if the flight, visa, accommodation and transportation is included within the proposal.
- ✓ Technical proposal with Activities Timeframe to meet the requirements
- ✓ Evidence of the previous similar or related work done (e.g. curriculum, hand-out for participants, manual training, etc.),
- ✓ Curriculum vitae (CV) and relevant éducation certificates,
- ✓ Names and contact information of three references,
- ✓ Specific accommodations if any.
- ✓ Company Profile / Individual Freelance Worker CV
- ✓ Documents proving registration and any other documents certifying to the regularity of the company or his/her activity
- ✓ Proof of personal health/hospital insurance
- ✓ Identification documents (Passport/ID)

Only those candidates in who meet all qualifications and experience will be contacted for further consideration.

HI is committed to preventing any type of unwanted behaviour at work including sexual harassment, exploitation and abuse, lack of integrity and financial misconduct; and committed to promoting the welfare of boys, girls, men and women with and without disabilities with whom HI engages.

HI expects all staff and partners to share this commitment through our code of conduct and other Institutional policies such as the PSEAH and Child Protection Policy.

Women with disabilities are highly encouraged to apply.

A committee will review the submission and oral interview will be organized for shortlisted candidates.

To do so these candidates **must be available for an online interview the 17 of October 2024.**