

Terms of Reference

National or International consultants: National Consultant

Description of the assignment (Title of consultancy): Mapping gender equality stakeholder and Syrian and Lebanese women's grassroots organizations

Project Title: Integrating Gender Equality in the Lebanese Institutions.

Period of assignment/services: 45 working days spread over a period of 3 months.

1- Background

Gender equality is a fundamental human right and a necessary foundation for a peaceful, prosperous, and sustainable world. Gender equality is central to implement and achieve the 2030 Agenda for Sustainable Development and the Sustainable Development Goals. The 2030 Agenda envisions a world "of universal respect for human rights and human dignity" in which "every woman and girl enjoys full gender equality and all legal, social and economic barriers to their empowerment have been removed." Gender equality is an essential aspect of "leaving no one behind," one of the guiding principles of the 2030 Agenda, as women are over-represented among those furthest behind.

The impact of the Syria crisis on Lebanon is reaching a scale unprecedented in the history of complex, refugee-driven emergencies. The crisis is not only challenging the country's existing social and economic infrastructure, it also brings to Lebanon a new set of disparities, cleavages and tensions that threaten to undermine Lebanon's delicate social and political stability. The LCRP is an integrated humanitarian and stabilization strategy. The main objectives are to: (1) Ensure protection of vulnerable populations, (2) Provide immediate assistance to vulnerable population, (3) Support service provision through national systems, and (4) Reinforce Lebanon's economic, social, and environmental stability by investing in Lebanese institutions, services and systems in a manner that helps maintain Lebanon's stability throughout the crisis.

The plan covers 10 sectors, and all activities are coordinated by line ministries through sector working groups. Response partners thus work across a range of areas: Food Security and Agriculture, Basic Assistance, Education, Health, Water, Protection, Social Stability, Livelihoods, Energy, and Shelter.

Women and girls' participation is limited in many sectors, including the aid sectors. Several women's grassroots organizations are the first responders in their communities, although their interventions are not formalised and adequately supported.

The 2022 Lebanon Crisis Response Plan has prioritised across sectors engagement with women's grassroots organizations (both Syrian and Lebanese) to ensure strengthened women and girls' participation in assessments, implementation, and feedback mechanisms. However, there is no comprehensive mapping and understanding of the number, type, capacity, and fields of intervention of these organisations. In

addition, LCRP sectors need strategic guidance to engage with these organisations and better support them.

2- Objectives

UNDP is seeking to contract a consultant to conduct stakeholders mapping and analysis to inform the LCRP engagement with women's grassroots organizations.

Taking into consideration response priorities and areas of intervention in Lebanon, this consultancy aims to answer the primary questions: who are the actors that LCRP partners, should be engaging to advance gender equality? The stakeholders mapping and analysis are expected to prioritize grassroots women organizations and to assess their capacity, as well as to provide strategic guidance to LCRP sectors and partners on how to engage with them in a sustainable way.

The findings and recommendations will inform appropriate partnerships engagement and enhance the likelihoods of strong and sustainable results.

SCOPE of ASSIGNMENT

Based on the above objectives, the consultancy's process is expected the following main tasks and responsibilities:

A. Conduct a stakeholders mapping:

In close coordination with partners such as UN agencies, I/NGOs and LCRP sector leads and coordinators, the consultant shall map actors who either directly or indirectly work on gender justice issues or have the ability to influence gender equality outcomes in Lebanon. The following groups should be considered:

- Women's grassroots formal and informal organizations (both Syrian and Lebanese) in all areas of LCRP implementation. These organizations will include women led organizations providing humanitarian aid as well as organizations providing focused services for women and girls (including day care, literacy, support to persons with disability, etc).
- NGOs and CSOs providing services to and for women and girls
- Women's rights and gender equality activists.
- Research institutes / think tanks
- Academia, such as universities with a gender study focus
- Media organizations.

B. Conduct an analysis identified actors.

The consultant shall identify the above actors' level of interest in and support for gender equality and women's rights; and analyse their relative power and influence, noting strategic partnerships that should be forged or strengthened. The following specific tasks are to be carried out:

- Clarify the organizations and actors' interests/goals/objectives and categorize them based on their interest and scope of work;
- Identify the specific geographic areas of operation for these organizations / actors;
- Identify the approaches, focusing on innovation where relevant, to tackle gender equality issues;
- Identify the additional benefits that could be gained from working with these organizations;
- Develop profiles of women's grassroots organizations describing their area of intervention, technical capacity, their governance, financial and administrative capacity as well as human resources capacity.

C. Provide recommendations

Building on the information gathered in tasks 1 and 2, the consultant is expected to provide actions and recommendations at LCRP and LCRP partners such as:

- Most strategic partners for LCRP priorities on gender equality in Lebanon.
- Thematic prioritization for identified strategic partners.
- Best strategies for LCRP and partners to engage with and support these organizations / actors including:
- Strategic and actionable guidance on how all ten LCRP sectors can engage with and support women's NGOs and grassroot women's organizations.

3. Methodology:

The consultancy is expected to be completed through both desk review and key informant interviews or consultations with relevant stakeholders in Lebanon.

Given the current restrictions in place due to the COVID-19 outbreak, interviews may be completed remotely and in-person, though in-person interviews are preferred if feasible.

3- Expected Outputs and deliverables

The consultant is expected to provide the following deliverables, which will have to be approved by UNDP:

Deliverables	Estimated Working Days	Tentative Dates of Delivery
--------------	------------------------	-----------------------------

<p>1. <u>Preparation phase:</u></p> <ul style="list-style-type: none"> - Inception meeting to discuss the scope of assignment, clarify issues. - Inception report & workplan including final research questions; assignment workplan with clear milestones; detailed methodology, data collection tools and interview scripts; ethics and consent procedures; list of proposed organisations and individuals to be consulted. - Create key tools to establish a mapping and assessment of grassroots women organizations 	3	1 week from contract signature
<p>2. <u>Assessment and mapping Phase:</u></p> <ul style="list-style-type: none"> - Collect data and map grassroots organizations - Prepare a matrix with key information 	30	1 month and a half from contract signature
<p>3. <u>Draft Report</u></p> <p>A draft of the final report of no more than 40 pages (excluding annexes) including the following sections:</p> <ul style="list-style-type: none"> • Executive summary • Stakeholders' mapping • Analysis • Recommendations <p>The report is expected to include a stand-alone executive section related to women's grassroots organizations.</p>	5	2 months from contract signature
<p>4. <u>Final Report</u></p> <p><u>Based on feedback from UNDP, produce a final version of the report following the above format.</u></p>	5	2 months and a half from contract signature
<p>5. <u>Presentation to UNDP and LCRP partners on the findings and main recommendations</u></p>	2	3 months from contract signature

4- Institutional arrangements

The consultant will be working directly under supervision of the LCRP Gender Specialist.

5- Duration of work

The overall assignment is for 45 working days spread over a period of 3 months.

Duty station

Home based

6- Requirements for experience and qualifications

I. Academic Qualifications:

At least Bachelor's degree in gender studies, sociology, social work, development studies or other field related social sciences

II. Years of experience:

Five years of relevant professional work experience in gender related work including research and analysis. Experience to research and implement gender programs in Lebanon.

III. Technical experience:

- Extensive knowledge of gender analysis;
- Proven experience in conducting gender assessments;
- Proven experience of working with civil society;
- Ability to produce well-written reports, demonstrating excellent analytical and communication skills;

IIV. Competencies:

- Excellent knowledge of English and fluent in Arabic.

7- Scope of Price Proposal and Schedule of Payments

The consultant should provide a detailed budget including all costs. The contract price will be fixed regardless of change in the cost components.

The payment will be a lumpsum to be processed at the end of the assignment, upon completion of all deliverables.