

# Terms of reference



Empowered lives.  
Resilient nations.

## GENERAL INFORMATION

**Title: Being LGBTI in Barbados and the Eastern Caribbean (St. Lucia & Grenada) Report.** The report will analyse the impact of inequality and exclusion of LGBTI people in Barbados and the Eastern Caribbean specifically St. Lucia and Grenada and the social and economic impacts of inequality and exclusion, taking into consideration the added effect COVID-19 has had to an already precarious situation. There will be three separate reports per country to highlight the issues being faced in these individual countries.

*Type of Consultancy: Individual*

*Project Name: Being LGBTI in the Caribbean: Reducing Inequality and Exclusion Experienced by LGBTI People*

*Reports to UNDP Programme Analyst*

*Duty Station: Home based*

*Expected Places of Travel (if applicable): Not Applicable*

*Duration of Assignment: 40 days*

## REQUIRED DOCUMENTATION FROM CONTRACTOR

X	Letter of presentation highlighting main qualifications and experience relevant to this TOR
X	Detailed CV or P11 form
X	Technical Proposal
X	Completed financial proposal

## I. BACKGROUND

Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI) people in the Caribbean face Legal, Social and Economic barriers to full inclusion and enjoyment of their human rights. Despite positive developments regionally, including increased attention and funding to advance inclusion and the development of anti-discrimination policy and law, there remains much work to be done to build acceptance and guarantee equality of LGBTI people under the law and to ensure protection from violence and discrimination as well as equal access to services. Punitive laws and practices have a critical impact on the enjoyment of human rights, health as well as on social and economic development more broadly. Punitive laws, policies and practices contribute to pervasive stigma and discrimination, which can lead to hate crimes, police abuse, torture and ill-treatment, harassment, sexual assaults and family and community violence, even death. Within the English-speaking Caribbean, same-sex relations in all forms continue to be illegal in Antigua and Barbuda, Barbados, St Kitts, Dominica, and St Lucia, while the laws in

Jamaica, Grenada and Guyana forbid sexual relations between men. Though these laws are not strictly enforced, there is still rampant discrimination and open violence against LGBTI persons in many Caribbean countries. In its 2015 report "Violence against LGBTI people in America," the Inter-American Commission on Human Rights (IACHR) highlighted that laws criminalizing consensual sex between same-sex persons are incompatible with the principles of equality and non-discrimination. It also underscored the relationship between these discriminatory laws and high rates of violence and discrimination against LGBTI people. The IACHR has noted that several states including Barbados, Dominica, and St. Kitts and Nevis, featured in this report, have rejected UN Universal Periodic Review recommendations to decriminalize same-sex acts.

In recognition of the importance of acting on these issues and the connection between securing the rights of LGBTI people and achieving the Sustainable Development Goals for the region, the Being LGBTI in the Caribbean (BLIC) Project was developed. The project aims to enhance knowledge, partnerships, and capacities of LGBTI communities, civil society and States to reduce human rights violations and negative attitudes towards LGBTI people in the Caribbean. The Project includes country level focus discussions in Jamaica, Barbados, St. Lucia and Grenada, The Dominican Republic, and Haiti, as well as regional activities and dialogues; It will seek to increase access to justice for LGBTI persons, through the promotion of LGBTI inclusive public policies, increased representation of LGBTI in national and regional for a and by addressing stigma and discrimination.

The project has three main objectives:

- To develop and disseminate knowledge, strategic information and evidence on the impact of inequality and exclusion of LGBTI people
- To support the meaningful engagement of governments (supported through national and regional dialogues)
- To develop the capacity of LGBTI Community Groups through enhanced coordination, increased access to existing tools, transfer of knowledge and concrete actions to address stigma & discrimination

#### *Rationale for Consultancy*

As part of the regional effort, the data collected from this study will be useful in offering a complete account of the impact of discrimination, exclusion and vulnerability on LGBTI persons in Barbados, St. Lucia and Grenada. It will form a comprehensive body of work that can be shared with partners and policy makers in an effort to introduce/shape legislative reform.

## **II. SCOPE OF WORK, ACTIVITIES, AND DELIVERABLES**

### **Scope of Work**

Using a Human Rights Based approach, the consultant will conduct an assessment of the LGBTI experiences in the target countries to identify the differential impacts of inequality and exclusion on the capabilities of those within this marginalized group. The activities to achieve the objectives of this research include but are not limited to the following:

1. Present a workplan for the implementation of the research, inclusive of a finalized methodology, timelines and clearly defined outputs
2. For each country, conduct a desk review of LGBTI rights in country which would include:

- A History of local LGBTI movement and activism

- A review and analysis of the local policies and legislation pertaining to LGBTI rights international norms and practices

- A review and analysis of local attitudes and perspectives from within the LGBTI community as well as the general public through Key informant Interviews (KII), Focus group discussion (FGD) Virtual and by other means of data collection that the consultant deems necessary to use.

- A review of discrimination and violence faced by the LGBTI community, including both qualitative and quantitative data analysis and an assessment of attitudes, capacities and institutional structures of the existing state organs that protect LGBTI rights.

Document case studies to highlight the lived experiences and day to day challenges of LGBTI persons in their private and public spaces.

3. Work with UNDP, Equals, ECADE, United and Strong and GrenChap and any other pertinent groups to develop a detailed assessment and analysis of the LGBTI experience in these islands and on the following topics:

- Employment, Income and Housing

- Education, Health and Wellness

- Family and Society

- Media and Technology

- Community Development.

4. Provide a thorough assessment of the capacity of local LGBTI organizations, to include interviews with staff and board member; Focus must be on the organisation's legal status, institutional vision, networks, political activism/advocacy efforts and any challenges being experienced in Human Resources, Communication, Coordination and Fundraising. Determine who are the focal point persons within these organizations in each country.

5. Provide a draft report for revision by the Project team of Being LGBTI in Barbados, St. Lucia and Grenada, the team will provide the necessary feedback and request for clarification, prior to submission of the final report.

6. Provide a final report with a summary document on Being LGBTI in Barbados, St. Lucia and Grenada.

\*It is estimated that this consultancy will last for approximately 2 months.

#### Expected Outputs and deliverables

Deliverables/ Outputs	Estimated number of working days	Proposed Completion deadline	Percentage payment
Deliverable 1: Implementation Plan	2 days	September	20

Deliverable 2: Delivery of the first draft of the report	25 days	October	50
Deliverable 3: Delivery of final report & summary document	13 days	November	30
Total	40 days		100

III. WORKING ARRANGEMENTS
<p><b>Institutional Arrangement</b></p> <p>a) Consultant will report directly to the Project Coordinator, with technical oversight by the Programme Analyst for Poverty, Governance and M&amp; E and under the overall guidance of the DRR.</p> <p><b>Duration of the Work</b></p> <p>a) Consultant is expected to be engaged for 40 working days over a two-month period</p> <p>b) The anticipated start period for the consultancy is September 2020</p> <p>c) UNDP and relevant partners will review and provide comments on deliverables within 3-5 business days of receipt of the deliverable.</p> <p>d) Payment for deliverables can only be made upon submission and approval of an invoice. Payment can take up to 30 days to be processed.</p> <p><b>Duty Station</b></p> <p>a) Home based</p> <p>b) The post will be work from home and communications between the consultant and project team will be by phone and email, where necessary and additional meetings are needed, these would be conducted via Skype or Zoom</p>

IV. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS
<p>Individuals interested in this assignment should demonstrate previous working experience with assignments relating to Human Rights and/or Gender Studies, Women, LGBTI people, Persons Living with HIV and People living with disabilities are especially encouraged to apply.</p> <p><u>Academic Qualifications and years of experience:</u></p> <ul style="list-style-type: none"> <li>Minimum Bachelor's Degree in Gender Studies, Law, History and Social Sciences.</li> <li>At least five years of relevant experience in the area of LGBTI rights, health, human rights, key populations most at risk of HIV; At least five years of advocacy experience, including advocacy for LGBTI rights, human rights and health, HIV;</li> </ul>

- At least two years of experience in researching, reporting and contributing to reports related to the violation of the rights of LGBTI people and other key populations; with at least two years' experience in writing documents related to the reality of LGBTI people.
- Have a good knowledge of the functioning of international and regional human rights mechanisms.

**III. Competencies and special skills requirement:**

- Strong interpersonal and communication skills both oral and written in English;
- Experience working with LGBTI persons and LGBTI organization

**V. EVALUATION METHOD AND CRITERIA**

Individual consultants will be evaluated based on the following methodology:

**Cumulative analysis**

*Using this weighted scoring method, the award of the contract will be made to the individual consultant whose offer has been evaluated and determined as:*

*a) responsive/compliant/acceptable, and*

*b) Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.*

*\* Technical Criteria weight; 70%*

*\* Financial Criteria weight; 30%*

*Only candidates obtaining a minimum of 49 points during the technical evaluation would be considered for the Financial Evaluation*

<b>Criteria</b>	<b>Weight</b>	<b>Maximum Point</b>
<b><u>Technical</u></b>	<b>70</b>	<b>70</b>
<ul style="list-style-type: none"> <li>▪ <b>Criteria A: qualification requirements as per TOR:</b> Relevance of Education/ Degree</li> <li>▪ Minimum Bachelor's Degree in gender studies, law, history, Social Sciences</li> </ul>	<b>10</b>	<b>8 points will be allocated if candidate has at minimum a bachelor's degree. An additional point will be added for each degree level above this up to a maximum of 10 points.</b>

<p>Adequacy of Competencies for the Assignment</p> <ul style="list-style-type: none"> <li>At least five years of relevant experience in the area of LGBTI rights, health, human rights, key populations most at risk of HIV;</li> </ul>	20	15 points will be allocated for at least five years of experience in LGBTI Rights, health, human rights, key populations most at risk of HIV; One point will be given for each additional year up to a maximum of 20 points.
<ul style="list-style-type: none"> <li>At least five years of advocacy experience, including advocacy for LGBTI rights, human rights and health, HIV</li> </ul>	20	15 points will be allocated for five years of advocacy experience, including advocacy for LGBTI rights, human rights and health, HIV; An additional 1 point will be allocated for each additional year up to a maximum of 20 points.
<ul style="list-style-type: none"> <li>At least two years of experience in researching, reporting and contributing to reports related to the violation of the rights of LGBTI people and other key populations;</li> </ul>	10	7 points will be allocated for at least two years of experience in researching, reporting and contributing to reports related to the violation of the rights of LGBTI people and other key populations; An additional point will be allocated for each additional year up to a maximum of 10 points.
<ul style="list-style-type: none"> <li>Have at least two years' experience in writing documents related to the reality of LGBTI people. Please note two samples are required and can include articles, reports, blogs etc.,</li> </ul>	10	7 points will be allocated for at least two years of experience writing documents related to LGBTI issues. An additional point will be allocated for each additional year up to a maximum of ten points.

#### **Application Procedure:**

Qualified and interested candidates are requested to apply no later than 4<sup>th</sup> September, 2020. Please submit the following documents to demonstrate your interest and qualifications by explaining why you are the most suitable for the post:

- **Cover Letter** explaining why you are the most suitable candidate for the advertised position.
- **Completed P11 form** (Personal History Form) (available on UNDP website) including past experiences with similar projects including contact details of referees.
- **Technical Proposal** should include

- (a) detailed proposed strategy/methodology, work plan timeline; risks/limitations;
- (b) detailed profile of the expertise of the consultant, especially as it relates to scope of work;
- **Financial Proposal** - The financial proposal should include costs to deliver the work plan, specifying a total lump sum amount for the tasks contained in this TOR. The financial proposal shall include a breakdown of this lump sum amount for the specified tasks (e.g., costs related to data collection, capacity building events, public information session/launch, travel, and any other costs, including the number of anticipated workdays).

Incomplete applications will not be considered. Please ensure that you have provided all requested documents.

UNDP retains the right to contact references directly.

Only successful candidates will be contacted

Financial Criteria weight: 30%

UNDP is committed to achieving workforce diversity in terms of gender, nationality and culture. Individuals from minority groups, indigenous groups and persons with disabilities are equally encouraged to apply. All applications will be treated with the strictest of confidence.

Approval

Signature  
Name



Jason LaCorbinière,  
Monitoring/Evaluation, Poverty and Governance Analyst

Date

20-Aug-2020