

## **Terms of Reference**

### **Local Researcher**

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**Project Title: Sustainable Livelihoods & Economic Recovery, Diyala Governorate**

**Duty Station: Home-based with frequent travels to Diyala especially Khanaqin and Moqdadiya.**

**Period of assignment/services: 45 working days throughout 1<sup>st</sup> Nov 2020 – 30<sup>th</sup> October 2021**

**Estimated Starting Date: 1<sup>st</sup> November 2020**

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#### **1. Project background and Objectives:**

UNDP in Iraq designed and initiated the Iraq Crisis Response and Resilience Programme (ICRRP) in 2014 and the Funding Facility for Stabilization (FFS) in 2015 – the two primary and largest Project platforms through which to support the Government of Iraq to respond to the crisis that had broken out in the country, and to stabilize the areas that were formerly under the control of ISIL. Both Project platforms were anchored under the Stabilization Pillar of UNDP Iraq's Country Programme framework.

The ICRRP, which was set up at the end of 2014, promotes the recovery and resilience of communities vulnerable to multi-dimensional shocks associated with large-scale returns and the protracted displacement of Iraqis and Syrian refugees. This is achieved through immediate crisis response and medium-term programming, integrating crisis management capacity building, rehabilitating basic service infrastructure, livelihood recovery and social cohesion. ICRRP activities have been implemented in 11 Governorates in Iraq. While initially set up to provide immediate support to IDPs, Syrian refugees and host communities in the Kurdistan Region of Iraq (KRI), the increasing number of returnees to newly liberated areas (NLAs) and the protracted displacement of individuals facing security challenges or a lack of livelihoods opportunities, resulted in a geographic and strategic shift, shaped by a need for greater self-reliance amongst target communities. ICRRP activities are implemented through Responsible Parties spanning government, civil society and private sector entities. The ICRRP also manages coordination of the Emergency Livelihoods Cluster, the Livelihoods Sector for Syrian Refugees and co-leads the Inter-sector working group on Syrian refugees.

Iraq Crisis Response and Resilience Programme (ICRRP) is implementing Sustainable Livelihoods & Economic Recovery, Diyala Governorate, and adapting and integrating key components of the Indashyikirwa programme. Indashyikirwa, meaning 'agents for change', is a program that seeks to prevent intimate partner violence (IPV), it is composed of four interlocking components, the Couples' Curriculum, Activist Training and Community Activism, Opinion Leader Training, and Women's Safe Spaces.

The position of the Researcher (Individual Consultant) will be part of the ICRRP Livelihood team, which is anchored under the Stabilization Pillar of the UNDP Iraq. Under the overall supervision of the ICRRP Livelihood Specialist, the Researcher will perform qualitative and quantitative research to assess the impact of the programme and processes of change, using a range of tools to acquire information and interpret data, writing up reports and presenting findings. In doing this, the Researcher will work closely with the ICRRP partner NGOs, the UNDP livelihood team, UNDP Global & Regional Gender team.

#### **2. Specific Duties and Responsibilities:**

Under the direct supervision of the Livelihood Specialist for the Iraq Crisis Response and Resilience Programme (ICRRP), the Individual consultant (Researcher) will undertake the following tasks:

- Develop a research methodology and tools to ensure that data collected through research is complete, accurate and comprehensive by working closely with UNDP Global and regional team. The researcher will support the monitoring, evaluation and reporting by ensuring the collection of relevant baseline and endline information and indicators from intervention participants, facilitators, and implementing partners.
  - Gather qualitative data that explores the process and effects of the programme and the value of the multiple programme curricula. There is potential to collect quantitative data within the partner's evaluation plans.
  - Carry out individual baseline interviews with at least 15-18 couples, at least 8-10 opinion leaders, and relevant NGO partners involved in the implementation of this project; and Endline individual Interviews and group discussions with these participants and relevant stakeholders.
- The data gathered from multiple participants and relevant stakeholders will help to answer the following questions:
  - What are the important lessons for the Indashyikirwa programme, as well as broader lessons on how to prevent violence against women and girls within this context?
  - How are the relationship skills of couples, household development, conflict resolution, decision making and communication about resources affected by participation in the programme? What skills are learned and developed through the curriculum?
  - What are participants' experiences of and feedback from the workshops? What are facilitators and supervisors' experiences of and feedback from their experiences of implementing the programme?
- Maintain accurate records of interviews and store data safely, and follow ethical research practices including safeguarding the confidentiality of participants and informants
- Present research findings in a brief baseline summary and final, comprehensive report (after endline) in coordination with UNDP Global & Regional Gender team. The final report should also articulate concrete and practical recommendations to various stakeholders (including at least governments, civil societies, business enterprises and local NGOs) on how to progress the Indashyikirwa project in Diyala.

### 3. Expected Outputs and Deliverables:

Deliverables/ Outputs	Estimated Duration to Complete	Target Due Dates	Review and Approvals Required
1) Research plan including all measures, tools, and methodology (including ethics protocol)	2 weeks	15 Dec 2020	UNDP Global Gender Team
2) Data collection, interviews, surveys, (at baseline and endline) and analysis	7 weeks	30 Sep 2021	
3) Baseline summary report (due Feb 2021) + Final comprehensive report (due 15 Oct 2021)	2 weeks	15 Oct 2021	

### 4. Reporting:

IC will be reporting directly to the Livelihood Specialist for the Iraq Crisis Response and Resilience Programme (ICRRP)

**5. Payment Method:**

Payments are based upon output, i.e. upon delivery of the services specified in the TOR.

**6. Travel Plan:**

40 field visits to Diyalah especially Khanaqin and Moqdadiya is expected.

**7. Duration of the Work:**

45 working days throughout 1<sup>st</sup> Nov 2020 – 30<sup>th</sup> October 2021.

**8. Location:**

Home based assignment with frequent field visits at least **40 field visits** to Diyalah especially Khanaqin and Moqdadiya.

**9. Competencies:**

- Excellent interpersonal, organizational and management skills and ability to work within multi-disciplinary teams.
- Results-driven, initiative-taking, ability to work independently or with limited guidance
- Excellent written and oral communication skills and ability to present analysis in a competent and engaging manner
- Ability to work collaboratively within and across teams and facilitate productive meetings
- Proficiency in MS Office.
- superior qualitative research and analytical skills
- Quantitative research and data analysis skills an advantage
- creativity and curiosity
- accuracy and strong attention to detail

**10. Qualifications of the Successful Contractor:**

**Education:**

- A master's degree in the social sciences plus a minimum of 3 years' experience in doing research; or BA in social sciences and 5 years' experience in relevant field.

**Work Experience**

- Demonstrated experience, preferably 5 years, in gender equality and women's empowerment) gender and crisis, gender-based violence, research, or monitoring and evaluation.
- Proven experience in working with international organizations (successful experience in working with UN agencies is an asset)

**Language:**

- Fluency in English and Arabic orally and in writing

**11. Criteria for Selection of The Best Offer**

Individual consultants will be evaluated based on the following methodology:

- Cumulative analysis
- When using this weighted scoring method, the award of the contract should 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 predetermined set of weighted technical and financial criteria specific to the solicitation:

\* Technical Criteria weight; [60]

\* Financial Criteria weight; [40]

Criteria		Sub- Scoring	Max. Point 100	Weight
Technical	Relevance and responsiveness of candidate’s past experience and qualification based on submitted documents:			
	Education:			
	<ul style="list-style-type: none"><li>A master’s degree in the social sciences plus a minimum of 3 years’ experience in doing research; or BA in social sciences and 5 years’ experience in relevant field.</li></ul>		15	
	Work Experience			
	<ul style="list-style-type: none"><li>Demonstrated experience, preferably 5 years, in gender equality and women’s empowerment) gender and crisis, gender-based violence, research, or monitoring and evaluation.</li><li>Proven experience in working with international organizations (successful experience in working with UN agencies is an asset)</li></ul>		40	
	Language:			
	<ul style="list-style-type: none"><li>Fluency in English and Arabic orally and in writing</li></ul>		15	
	Interview			
	<ul style="list-style-type: none"><li>Interview (demonstrated technical knowledge and experience; communication/ interpersonal skills; initiative; creativity/ resourcefulness)</li></ul>		30	
Financial		Lowest Offer / Offer*100		40%
Total Score = (Technical Score * 0.7 + Financial Score * 0.3)				

Only candidates obtaining a minimum of 60 points of the 100 points in the Technical Evaluation will be considered for the Financial Evaluation.

Criteria	Weight	Max. Point
Technical	60%	60
Financial	40%	40
Total	100%	100

### Total Score

- The technical score attained at by each proposal will be used in determining the Total score as follows:
- The weights given to the technical and financial proposals are: T= 0.6, F=0.4
- The Total score will be calculated by formula:  $TS = St \times 0.6 + Sf \times 0.4$
- TS - Is the total score of the proposal under consideration
- St - is technical score of the proposal under consideration.
- Sf - is financial score of the proposal under consideration.