

ANNEX I



ETHIOPIA

TERM OF REFERENCE (ToR) FOR THE RECRUITMENT OF INDIVIDUAL CONTRACTORS (IC)

GENERAL INFORMATION

Services/Work Description Recruitment of a National Consultant to support Conflict Analysis and Peace Mapping, stakeholders' consultations and to develop a multi-year Peacebuilding Programme for Ethiopia

Project/Program Title: Strengthening Peace and Dialogue in Ethiopia

Post Title: National Consultant (NC)

Consultant Level: Level C (Specialist)

Duty Station: Addis Ababa with travel to regions

Expected Places of Travel: Addis Ababa with travel to regions (Amhara, Oromia, Somali, Afar, and SNNPR)

Duration: 45 Calendar days

Expected Start Date: Immediately after signing the Contract Agreement

BACKGROUND

Ethiopia is currently undergoing major political, economic, and administrative reforms amidst the pervasive violent conflict that is taking many lives, destruction of both public and private properties, and eroding trust and social cohesion in several parts of the country. Ethiopia's transition to more representative democracy is now lagging due to the volatile geopolitical dynamics and escalating violent conflicts in the country. The COVID 19 pandemic, the pre-existing economic vulnerabilities, frequent climate shocks are existing realities compounding the risks surrounding the most vulnerable populations such as women, youth, internally displaced persons (IDPs), the poor, and refugees in the country.

The most recent conflict in the Northern part of Ethiopia has harmed and eroded the fabric of social capital and ties which held together with the people of Ethiopia for centuries. The hatred, unresolved past conflicts, and extreme polarization on social media are exacerbating the situation. These developments have negatively impacted the chances of compromise, or even a willingness to create the space for dialogue leaving few voices of reason to resolve the conflict. The impact of this polarization, ongoing conflicts compounded with the most recent drought in some part of the country is affecting many lives. Currently, more than 25.9 million people in Ethiopia dependent on humanitarian assistance. Nearly 4.23 million people are in displacement across Ethiopia as of September 2021¹. More than 6.4 million people are also estimated to require food assistance in

¹ acaps, Ethiopia Complex Crises: <https://www.acaps.org/country/ethiopia/crisis/complex-crisis>

2022 due to climate induced drought in Somali, Eastern and Southern Oromia² compounding the risks surrounding the most vulnerable populations such as women, children, and youth. This has imposed a major risk on the economic gains made by the country and increased the population vulnerability especially in areas where active conflict is not observed but continuing unrest presents the likely conditions which could see conflicts/violence breaking out. Besides, the positive gains emanating from recent government reforms will be unable to flourish into the envisioned governance, political, and economic transformation if ongoing challenges are not addressed in a timely fashion. This, therefore, calls for a comprehensive and integrated interventions that could help foster the space to deescalate the conflict, restore lives and livelihoods, and pave the way for dialogue and sustainable peace in Ethiopia.

There is now an emerging window of opportunity to devise a programme that draws on empirical evidence including identification of best practices in operation in Ethiopia which can help evidence examples that could be integrated into any new programmatic interventions. It is important that any programming instrument accurately captures the country context and avoids the accusation of “not invented here” in the design of the new programme.

The driving force in this exercise are the key strategic priorities of the Ministry of Peace (MoP), a key government partner of UNDP. A long-standing partnership continued between UNDP and the MoP laid the foundations and further strengthened the partnership for the enabling environment to jointly put resources to advance the peacebuilding agenda in Ethiopia. The key priorities of the MoP include:

- Fostering community-based dialogues;
- Strengthening peace structures at all levels;
- Peace media to counter hate speech;
- Peace mapping;
- Building elite consensus;
- human-centred rule of law;
- Improving federal-regional and inter-regional relations; and
- Community participation and strengthening institutional capacity to prevent, manage, and resolve conflicts

The Ministry has expressed interest to work with UNDP to develop a comprehensive Peacebuilding Programme that would promote and provide support to peace and reconciliation initiatives in a more holistic and participatory manner. These efforts are in alignment with the current UNSDCF (2020-2025), UNDP ECO CPD (2020-2025) Outcome 1 and Output 1.1, the Ethiopian 10 -Years Development Plan, and SDG 16 which are designed to promote a peaceful, cohesive, just, and democratic society in Ethiopia and elsewhere in the world.

The unresolved past grievances, ethnic and religious polarization, deficits in local governance are the critical issues identified by UNDP to address the impact of the present-day conflicts and thus support the peaceful political transition of Ethiopia. An essential element of UNDP’s approach to this is to undertake an in-depth peace mapping and a national conflict analysis to better understand the conflict dynamics and appreciate situations in a variety of locations, leading to

²OCHA Ethiopia Humanitarian Bulletin-3 January 2022:<https://reliefweb.int/report/ethiopia/ethiopia-humanitarian-bulletin-3-january-2022>;
<https://www.unocha.org/ethiopia>

the development of a multi-year and multi-partner National Peacebuilding Programme aimed at promoting social cohesion and sustainable peace through strategic interventions at national, sub-national, and local/ community levels. It is in this backdrop that UNDP, in partnership with the Ministry of Peace, Civil Society Organizations, and other national and regional stakeholders would like to engage a competent consultant to support the undertaking of conflict analysis and peace mapping, stakeholders' consultation workshops and the development of a holistic and multi-year peacebuilding programme.

OBJECTIVES OF THE CONSULTANCY

The primary objective of this consultancy is to undertake an overall conflict analysis and peace mapping related to the historical and existing geopolitical situation, causes of conflict, dynamics, and actors in Ethiopia, positive social values and traditions that could promote peace, lead on stakeholders consultation and armed with such evidences to design a comprehensive peacebuilding programme document aligned with government and UNDP priorities by outlining a clear context, justification, theory of change, intervention strategies, risk analysis, stakeholders mapping along with communication strategy and monitoring and evaluation frameworks.

SCOPE OF THE WORK

The National Consultant will work with an International Consultant (IC) to bring in the national context, evidence based realities and facts, advise on interpretation of documents and support in the development of tools of data collection and identifying data points to be collected from regions while undertaking an and designing a comprehensive Peacebuilding Programme aligned with the priorities of the government and the UNDP. UNDP will facilitate the assignment of the expert to access relevant stakeholders at Addis Ababa and in regions (Amhara, Oromia, Somali, Afar and SNNPR).

Based on the Project Initiation Plan initiated by the Country Office for the period from January-December 2022, the consultancy will specifically focus on achieving key deliverables in close consultation with the CO DGPB Team, the MoP focal persons as well as with senior management of the Country Office and Ministry. Below are details of the tasks that should shape and inform the deliverables:

- 1) Support undertaking of a comprehensive conflict analysis and peace mapping with strong, verifiable data and evidence which can inform stakeholders consultations and support proposed interventions for UNDP and MoP consideration;
- 2) Support programme design consultations and workshops, including stakeholder mapping of donor priorities and existing initiatives;
- 3) Work as team with the International Consultant in the development of a comprehensive evidence-based and bankable multi-year Peacebuilding Programme Document;

1. Conduct a Comprehensive Conflict Analysis and Peace Mapping

- **Situation profile** - the factual snapshot of the current and emerging political, economic, security, socio-cultural, and environmental context to offer an overall picture of conflicts in Ethiopia, highlighting key issues, the nature of the political settlement, including its legitimacy (is it disputed? if so, by whom, and why?) and drivers of peace or the 'present or emerging foundations for peace', and social values and traditions to promote and maintain peace.

- **Causal analysis of conflict factors:** - mapping the root causes (structural factors), the proximate causes (or intermediate factors), and triggers of conflict and establishing linkages and synergies between causes/factors.
- **Stakeholder analysis:** mapping of stakeholders (which may include various actors – including religious and ethnic groups or institutions) that directly or indirectly influence or are affected by the conflict and their relationships. The analysis should include mapping actors, their roles, positions, interests, needs (PIN), constituencies/partners, capacities, sources of power, influential capacities, alliances, and/or animosities
- **Conflict dynamics/drivers of change:** analysis of the distribution of power held by the different actors and how they drive the conflict in a positive or negative direction; and how power dynamics affect the environment and influence the causes of conflicts. The analysis should also be gender sensitive.

2. Support programme design consultations and workshops

- Based on the findings of the conflict analysis and peace mapping, support undertaking of stakeholder consultations ensuring the participation and engagement of all relevant national and regional stakeholders to inform the design of a Peacebuilding Programme. These may include, representatives of government institutions, members of communities, CSOs, women and youth institutions, traditional and religious leaders, elites, academia, and other international development partners. The consultative workshop is expected to lead to identification of thematic peacebuilding issues, opportunities, existing initiatives, potential entry points, potential challenges, potential partners, processes with timelines and responsibilities/roles to follow, and timing to feed into the prioritization of interventions at the national and sub-national level.
- With the International Consultant, the consultant will support the workshops by facilitating discussions and producing consolidated reports to inform the scoping work for potential future UNDP support on Peacebuilding in Ethiopia leading to a Programme. Minimum of two workshops are expected to be conducted with national and sub national stakeholders.

3. Develop a Comprehensive Peacebuilding programme Document

- Support the design of a Comprehensive multi-year, multi-partner Peacebuilding Programme Document with a clear background, justification, theory of change, intervention strategies, partnerships, risk analysis, communication strategies and Monitoring and Evaluation Frameworks, taking into considerations lessons from previous UNDP peacebuilding interventions, and by ensuring synergies with existing initiatives. The consultant may also engage in assisting the Local Project Appraisal Committee (LPAC) meeting and programme launching event as the case may demand.

DURATION OF ASSIGNMENT, DUTY STATION, AND EXPECTED PLACES OF TRAVEL

The duration of the assignment will be for a total of 45 calendar days as of the date of the Contract Agreement. The consultant will be based in Addis Ababa with travels to regions. Transportation from Addis Ababa to regions will be arranged by UNDP.

EXPECTED OUTPUTS AND DELIVERABLES

The consultant along with the international consultant is expected to support on the delivery of the following the following:

- 1) A Comprehensive Peace Mapping and a National Conflict Analysis Report
- 2) Stakeholder Mapping including donor priorities and existing initiatives

3) Comprehensive National Peacebuilding Programme Document

METHODOLOGY

The methodology will include a desk review of documents before the field mission, interviews/focused group discussions with government counterparts, donor partners, UN agencies in Ethiopia, field visits, meetings, and interactions at the MoP, selected Regional Peace and Security Bureaus, Civil Society Organizations, local community representative, traditional, and religious leaders, academia, elites' levels, observations, and analytical work. The specific data collection and analysis approaches and methodology for the comprehensive conflict analysis and peace mapping can be adjusted based on consultants' experience and the details of the information required.

Moreover, the consultant is expected to follow Do No Harm principle as a conflict analysis can be sensitive sometimes while applying data collection, analysis and reporting approaches. Therefore, the consultant is expected to understand the risk of asking pointed questions or engaging with groups and expected to apply early consultation with stakeholders and context experts to minimize the risk.

INSTITUTIONAL ARRANGEMENT / REPORTING RELATIONSHIPS

The consultant under the overall leadership of the Team Leader - Democratic Governance and Peacebuilding Unit will report to the Governance Programme Specialist. He/she will also receive support from UNDP RSC Peacebuilding and Governance Experts and colleagues in the Unit, the CO, and the UN RC/HC Office.

LOGISTICS AND ADMINISTRATIVE SUPPORT TO PROSPECT IC

UNDP will be responsible for:

- a. Local travel arrangements to regions (out of Addis Ababa);
- b. Arrangement of introductions, meetings, and workshop(s) related to the assignment;
- c. Provision of relevant documents

QUALIFICATIONS OF THE SUCCESSFUL INDIVIDUAL CONTRACTOR

Education:

- Advanced university degree in conflict prevention and peacebuilding, law, public policy, or other relevant social science fields.

Work Experience:

- Minimum of 10 years of relevant experience working in surveys, conflict analysis, peacebuilding, conflict prevention and management, law and related fields;
- Experience in working/advising national-level state institutions and security structures, including oversight bodies;
- Solid understanding of surveys, conflict analysis and peacebuilding issues and solutions to promoting and sustaining peace;
- Experience in working with the United Nations is desirable;
- Proven record and experience in analysis, assessment methodologies and drafting of analytical research reports and project management cycle;
- Strong experience in development project design, monitoring, and evaluation
- Experience in crisis and post-crisis environments is essential;

- Experience in facilitated research and presentation skills;
- Proven Research and analytical capacity

Competencies:

Corporate Competencies:

- Ability to lead the design and implementation of UNDP programme activities
- An understanding of the current political and economic context in Ethiopia
- Excellent writing, speaking, and communication skills in English
- Excellent time management and ability to produce outputs as per agreed deadlines
- Ability to work seamlessly in a multi-cultural environment
- Ability to launch UNDP projects according to UNDP's rules and regulations
- Strong knowledge of community-based economic development and poverty-related issues and approaches

Technical / Functional Skills and Knowledge:

- In-depth practical knowledge of programmatic issues regarding transition from crisis to recovery/resilience
- Ability to build and sustain effective partnerships with UN agencies and advocate effectively, communicate sensitively about Peacebuilding
- An understanding of the current political and economic context in Ethiopia
- Understanding of the region, history and cultures, and economic conditions
- Strong knowledge of community-based economic development and poverty-related issues and approaches
- Strong analytical report writing, presentation skills,

Managerial:

- Excellent communication, interpersonal and liaison skills
- Ability to work under pressure and travel to multiple sites in remote locations
- Good participatory skills, including the ability to foster team building and facilitate meetings or workshops.
- Ability to work in harmony with persons of different national and cultural backgrounds.

Language Requirement:

- Fluency in English with excellent written and oral communications skills.
- Knowledge of Local Languages (Amharic/ Oromiffa/ Somali/Afar or combination of Amharic and one other language from the list) are desirable

CRITERIA FOR SELECTING THE BEST OFFER

Upon the advertisement of the recruitment notice, a qualified Individual Consultant is expected to submit both the Technical and Financial Proposals. Accordingly; Individual Consultants will be evaluated based on Cumulative Analysis as per the following scenario:

- Responsive/compliant/acceptable, and

- Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation. In this regard, the respective weight of the proposals is:
 - a. Technical Criteria weight is **70%**
 - b. Financial Criteria weight is **30%**

Criteria	Weight	Max.
Point Technical Competence (based on CV, proposal & Interview (if required))	70%	100
• Criteria a. Experience in similar projects and contracts		25
• Criteria b. Understanding the Scope of Work and Methodology		35
• Criteria c. Analytical and Communication Skills		10
Financial (Lower Offer/Offer *100)	30%	30
Total Score= Technical Score *70% + Financial Score * 30%		

PAYMENT MILESTONES AND AUTHORITY

Instalment of Payment/Period	Deliverables or Documents to be Delivered	Approval should be Obtained	Percentage of Payment
1 st Instalment	Inception Report finalized and approved	UNDP	20 %
2 nd Instalment	Conflict analysis, Peace Mapping, stakeholders' workshop Reports finalized and approved	UNDP	30 %
3 rd Instalment	Consolidated Comprehensive Peacebuilding programme document finalized; Final Report submitted and approved	UNDP	50 %
	Total		100%

XI. RECOMMENDED PRESENTATION OF TECHNICAL PROPOSAL

Interested consultants must submit the following documents/information to demonstrate their qualifications:

1. Technical Proposal explaining why the applicant is the most suitable candidate for the work and providing a brief methodology on how they will approach and conduct the work (including a breakdown of working days). The consultancy will be hired for 45 calendar days. The applicant/s must attach CVs of experts including experience in similar projects and at least 3 references;
 2. Financial proposal (professional fees and DSA excluding travel costs).
- For purposes of generating proposals whose contents are uniformly presented and to facilitate their comparative review, you are hereby given a template of the Table of Content. Accordingly, your Technical Proposal document must have at least the following preferred content and shall follow its respective format/sequencing as follows:

Proposed Table of Contents

TECHNICAL PROPOSAL COVER PAGES

- Cover Page (use the template hereto)
- Cover Letter (use the template hereto)
- Statement of Declaration (use the template hereto)

SECTION I. TECHNICAL PROPOSAL SUBMISSION FORM

- 1.1. Letter of Motivation
- 1.2. Proposed Methodology
- 1.3. Previous experience in similar consultancy and/or project
- 1.4. Implementation Timelines
- 1.5. List of Personal Referees
- 1.6. Bank Reference

XII. ETHICAL CONSIDERATIONS, CONFIDENTIALITY, AND PROPRIETARY INTERESTS

- The consultant needs to apply standard ethical principles of the evaluation. Some of these must deal with confidentiality of interviewee statements when necessary, refraining from making judgmental remarks about stakeholders.
- The consultant shall not either during the term or after the termination of the assignment, disclose any proprietary or confidential information related to the consultancy service without prior written consent. Proprietary interests on all materials and documents prepared by the consultants under the assignment shall become and remain properties of UNDP

ANNEXES:

- Annex a. Duly Signed Offeror's Letter to UNDP confirming Interest and availability (use the template hereto).
- Annex b. Duly Signed CV
- **Documentation Checklist** (please refer to the checklist attached hereto)

HOW TO APPLY

Interested consultants with required qualifications and experience must submit the following documents/information to demonstrate their qualifications:

- Technical Proposal explaining why the applicant is the most suitable candidate for the work and providing a brief methodology on how he/she will approach and conduct the work (including a breakdown of working days).
- The applicant/s should attach a CV including previous experience in similar projects and indicating at least 3 references;
- Financial proposal (professional fees and DSA excluding travel costs) separate from the Technical Proposal. Application procedures can be downloaded from the UNDP website.

This TOR is cleared by:

Name: Shimels Assefa
Designation: Team Leader, DGPB Unit

18-Apr-2022

Date Signed:

Signature:

DocuSigned by:

Shimels Assefa

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This TOR is approved by:

Name: Cleophas Torori
Designation: Deputy Resident Representative-
Programme

22-Apr-2022

Date Signed:

Signature:

DocuSigned by:

Cleophas Torori

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