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TERMS OF REFERENCE

Ref: IC2022/WSM/027 National Consultant to Develop Behavioural Interventions to advance our understanding of stigma and discrimination against women with disability

A. Project Title:

Addressing stigma, discrimination and violence for empowering women with disabilities Project.

B. Background:

Gendered social norms and related stereotypes lie at the root of gender inequality, operating at all levels of society including state duty-bearers, communities, families and even women themselves, impeding the exercise of their human rights including their equal participation and access to services. This is recognized in the CEDAW Article 5 which requires State Parties to take all appropriate measures to modify the social and cultural patterns of conduct of men and women, with a view to achieving the elimination of prejudices and customary and all other practices which are based on the idea of the inferiority or the superiority of either of the sexes or on stereotyped roles for men and women. Women and girls with disabilities face intersectional challenges of stigma and discrimination based both on their gender and their disability, leaving them further behind. Development interventions have in practice focused on legal, policy and institutional responses to strengthen gender equality and disability inclusion. Essentially, these and other initiatives should form part of the broader system-wide approaches which address norms and stereotypes and behaviour related to them. Too often, the latter is either neglected, or addressed only through awareness-raising campaigns with no reliable means to monitor their effectiveness in changing attitudes and behaviour. Development practice still lacks tried and tested methodologies to change behaviour and evaluate impact.

The UNDP (and other UN entities) have in recent years paid more attention to the potential of interventions based on behavioural science to change attitudes and behaviour rooted in stigma, and to more scientific methods to monitor and evaluate the impact and learn what works. They are now beginning to explore applications in the field of gender equality, but they have yet to achieve substantial impact at the country level.

The UNDP in collaboration with UN Women is leading a Global programme entitled **Addressing stigma and discrimination for empowering women and girls with disabilities and protecting them from violence** in four countries including Samoa. The main project outcome is National stakeholders (governmental and non-governmental) are capable to address stigma and discrimination against women and girls with disabilities particularly their Access to Justice and their Political Participation. At the output level, it is intended that knowledge of the stigmatization of women and girls with disabilities at the policy

level is strengthened by the (i) development and implementation of behavioral interventions to detect, identify, and overcome stigma and discrimination against women and girls with disabilities; and (ii) awareness and sensitization campaign on the rights of women and girls with disabilities to live a life free of stigma.

The project will be based on a victim-centred and evidence-based approach, that fully takes into account the voices and experiences of women and girls with disabilities victims and survivors of stigma, violence and discrimination. The project's strategy will ensure a participatory approach by effectively engaging stakeholders in the planning, designing, implementation, monitoring and evaluation of the project. A critical component of the programme is developing tools to detect and assess stigma and discrimination against women with disabilities. To that end, two international consultants have been recruited by the Global Programme to support Country Offices. Therefore, the local consultant is expected to liaise with the international consultants in customizing the developed tools and framework of interventions including and other matter relevant to this assignment.

Under the overall supervision of the UNDP Assistant Resident Representative for the Governance and Poverty Reduction Unit (GPRU), and the direct supervision of the Addressing stigma, discrimination and violence for empowering women with disabilities/Access 2 Justice (ASDWD/A2J) Programme Manager, the UNDP is planning to recruit a **national** consultant to:

- Develop behavioural interventions to address challenges relating to stigma and discrimination experienced by Samoan women with disabilities particularly in their access to justice and political participation.

C. Objectives of the Assignment:

The main objective of this consultancy is to develop, pilot, test and implement behavioural interventions to address stigma and discrimination for empowering women and girls with disabilities in the areas of access to justice and political participation.

Under the direct supervision of the UNDP ASDWD/A2J Programme Manager, the consultant will perform the following tasks:

The specific activities are as follows:

- 1) Desk review of the ASDWD diagnostic tool and any other existing diagnostic tools at the country level addressing stigma and discrimination (particularly to disability-related stigma/discrimination and/or in the context of access to political participation and access to justice) and to share with the international consultant and the UNDP and UN Women. Coordinate with the international consultants and provide required data, updates and other information as required.

- 2) In partnership with the international consultants, lead the development of behavioural interventions in consultation with the Nuanua ole Alofa (NOLA), Disability Sector, Ministry of Women, Community & Social Development, Ministry of Justice, Courts Administration, National Human Rights Institute, persons with disabilities, and other stakeholders.
- 3) Lead coordination of data collection to gather information about relevant interventions that are appropriate to the Samoan culture and practices particularly in the areas of access to justice and political participation of women with disabilities, summarise their feedback, and report this back to the international consultants, UNDP, UN Women and other stakeholders.
- 4) Lead preparation and implementation of data collection for pilot interventions.
- 5) Participate in virtual webinars to share experiences on the various stages of the assignment.
- 6) Summarise findings from the data collection and produce a report with the main findings and recommendations to inform further development and implementation of the behavioural interventions as well as strategic engagement and policymaking.
- 7) Report summarizing consolidated and finalized knowledge, including a final customized behavioral interventions for women with disabilities in Samoa.

D. Expected Deliverables and Payment Schedule

The consultant is expected to work and deliver the following results:

1. In partnership with the international consultants, develop behavioural interventions that are appropriate for Samoan culture and practices addressing stigma and discrimination (particularly to disability-related stigma/discrimination and/or in the context of access to political participation and access to justice), based on the globally developed tool and the customized one after completion of documents review and consultations.
2. Data collection completed and summary of feedback produced.
3. Behavioural interventions developed and training delivered.
4. Pilot behavioural interventions in consultation with international consultants, key and other relevant stakeholders in-country, UNDP and UN Women.
5. Summarise findings and produce a final report including recommendations.

DELIVERABLES	TENTATIVE DUE DATE	RESPONSIBILITIES
Develop behavioural interventions for Samoa addressing stigma and discrimination (particularly to disability-related stigma/discrimination and/or in the context of access to political participation and access to justice), based on the globally developed tool & the customized one.	2 September 2022	Consultant

Lead data collection from service providers, carers/families of women with disabilities, disability sector, other partners for behavioural intervention development and summarise feedback.	25 September 2022	Consultant
Lead pilot of the behavioural interventions in consultation with international consultants, key and other relevant stakeholders in-country, UNDP and UN Women.	29 September 2022	Consultant
Develop training materials and deliver training for partners	12 October 2022	Consultant
Collect data/field testing of interventions, summarise results, and produce a report based on the findings and recommendations of the pilot of the behavioural interventions, including the final behavioural interventions.	1 November 2022	Consultant
Total	40 days	100%

The Consultancy fee in WST (Tala) will be paid after certification by the UNDP of satisfactory performance and submission of the expected deliverables and in accordance with the signed contract and as per schedule below. The consultant is expected to quote a lump sum in WST (Tala) to include all deliverables and two (2) missions to Savaii at a maximum of 7 days total.

DELIVERABLES	DUE DATE (%)	AMOUNT IN WST TO BE PAID AFTER CERTIFICATION BY WILS TEAM OF SATISFACTORY PERFORMANCE OF DELIVERABLES
Draft behavioural interventions relevant to Samoan culture and practices addressing stigma and discrimination (particularly to disability-related stigma/discrimination and/or in the context of access to political	2nd September 2022 (20%)	\$xxx

participation and access to justice), based on the globally developed tool, customized tool after completion of documents review and consultations.		
Pilot the interventions in consultation with international consultants, key and other relevant stakeholders in-country, UNDP and UN Women.	25 September 2022 (20%)	
Training materials for pilot developed and training delivered for implementing partners and PWDs.	29 September 2022 (20%)	\$xxx
Lead field testing of the behavioural interventions and summarise feedback	12 October 2022 (20%)	
Summarise results from the pilot and based on the findings, produce a final report including recommendations.	1 November 2022 (20%)	\$xxx
TOTAL	100%	\$xxx

E. DURATION:

The total duration of the contract assignment will be 40 working days between September to November 2022.

F. LOCATION:

The assignment is home-based with travel in both Upolu and Savaii, Samoa (two missions to Savaii only with a maximum 7 days total).

- COMPETENCIES:**

Functional

- Ability to function effectively under pressure and tight deadlines
- Self-motivated and able to work independently
- Excellent oral and written communication and interpersonal skills
- Creative thinking and emotional intelligence
- Excellent writing and editing skills



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- Excellent analytical skills

Professional skills

- Demonstrates strong ability to manage, facilitate and engage in discussions with multiple stakeholders in a formal setting, seeking to encourage participation in an open and collegial environment;
- Proactive in problem-solving and recommendation for conflict prevention and resolution;
- Strong ability in managing confidential and politically sensitive issues, in a responsible way, and in accordance with protocols;
- Demonstrated experience working collaboratively in a team structure in a multicultural environment;

Interpersonal and communication skills

- Strong communication skills and proven ability to collaborate between different actors and high levels of internal and external relationship management;
- Uses tact and sensitivity when delivering sensitive information or resolving delicate issues;
- Demonstrates openness to change and ability to manage complexities;
- Remains calm, in control and good humored even under pressure;

Corporate

- Demonstrates integrity and fairness by modelling the UNDP/UN Women's values and ethical standards;
- Promotes the vision, mission and strategic goals of the UNDP/UN Women;
- Displays sensitivity and adaptability when working with a diverse array of genders, religions, races, nationalities and ages
- Demonstrated interest in women's empowerment and gender equality.

G. QUALIFICATIONS AND EXPERIENCE OF THE SUCCESSFUL CONTRACTOR:

The consultant should fulfil the following requirements:

Education

- Master's degree in Psychology, behavioural science, or other related fields is required. Qualification relevant to stigma and discrimination would be an asset.

Experience and skills

- At least 5 years of relevant experience in conducting research and/or implementing development interventions addressing stigma and discrimination, preferably in the fields of disability and/or gender equality, is required.
- Proven professional and/or personal experience in the field of VAW/GBV/politics and access to justice are required.
- Demonstrated experience in developing, field-testing and evaluating diagnostic tools related to stigma and discrimination and assessing results to inform programming, preferably in the fields of disability and/or gender equality, is required.
- Previous experience working on projects aimed at empowering persons with disabilities and/or gender equality, particularly in the field of prevention of/response to SGBV is highly desirable and an asset.
- Lived experience or having a disability would be an asset.
- Experience and sound understanding of the UNDP/UN Women systems and mandates is an asset.

Language and other skills

- Good command of English.

H. EVALUATION CRITERIA:

- Only those applications that are responsive and compliant will be evaluated. Incomplete applications will not be considered.
- Offers will be evaluated according to the combined Scoring method – where the technical criteria will be weighted at 70% and the financial offer will be weighted at 30%.
- The technical criteria (education, experience, language) will be based on a maximum 100 points. Only candidates that have achieved a minimum of 70 points from the review of education, experience and language will be deemed technically compliant and considered for financial evaluation.
- Financial score (30%) shall be computed as a ratio of the proposal being evaluated and the lowest priced proposal of those technically qualified.
- The financial proposal shall specify an all inclusive lump sum fee. In order to assist the requesting unit in the comparison of financial proposals, a detailed breakdown must be provided in the format of the Financial Proposal Template (including all foreseeable expenses, travel costs etc to carry out the assignment).
- Applicant receiving the Highest Combined Score and has accepted UNDP's General Terms and Conditions will be awarded the contract.

Technical Evaluation Criteria:

Education

- Master's degree in Psychology, behavioural science, or other related fields is required. Qualification relevant to stigma and discrimination would be an asset. (15 points)

Experience and skills

- At least 5 years of relevant experience in conducting research and/or implementing development interventions addressing stigma and discrimination, preferably in the fields of disability and/or gender equality, is required. (20 points)
- Proven professional and/or personal experience in the field of VAW/GBV/politics and access to justice are required. (15 points)
- Demonstrated experience in developing, field-testing and evaluating diagnostic tools related to stigma and discrimination and assessing results to inform programming, preferably in the fields of disability and/or gender equality, is required. (15 points)
- Previous experience working on projects aimed at empowering persons with disabilities and/or gender equality, particularly in the field of prevention of/response to SGBV is highly desirable and an asset. (10 points)
- Lived experience or having a disability would be an asset. (5 points)
- Experience and sound understanding of the UNDP/UN Women systems and mandates is an asset. (10 points)

Language and other skills

- Good command of English (10 points)

I. **RECOMMENDED PRESENTATION OF PROPOSAL:**

Interested Individual Consultants must submit ALL the following documents/information to demonstrate their qualifications in one single PDF document:

- Technical Proposal [methodology and workplan]
- Duly accomplished confirmation of Interest using the template provided by UNDP (Annex 1)
- Personal CV or P11 (Annex 2)
- Financial Proposal (Annex 3)

Incomplete applications will not be considered, they will be disqualified automatically.

Queries about the position can be directed to procurement.ws@undp.org

All proposals should be submitted through the UNDP job-site. Email submission of proposals will not be accepted. Link for submission is below.

https://jobs.undp.org/cj_view_job.cfm?cur_job_id=108412

Due date for submission is 24 August 2022, 11:59pm Samoa time.

J. **ANNEXES TO THIS TOR:**



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Annex 1 – Letter of Interest and availability template

Annex 2 – P11 template

Annex 3 – Financial Proposal template

Annex 4 – UNDP General Terms and Conditions

K. APPROVAL BY:

This Terms of Reference is approved by:

Name and Designation: Christina Mualia-Lima, Assistant Resident Representative

Signature: _____

Date of Signing: _____