

Terms of Reference for an assessment to map sustainable livelihood options for people affected by displacement: Refugees, internally displaced persons, and host communities in Sudan.

Background

Livelihood support to refugees, internally displaced persons (IDPs), and host communities in Sudan remains hampered by the economic downturn, movement restrictions and access to work permits. According to the projections of Humanitarian Needs Overview (HNO) for 2023, about 15.8 million people will need humanitarian support in Sudan¹. Therefore, the humanitarian needs remain high and continue to increase compared to previous years. This has led to the prioritization of humanitarian interventions that meet immediate basic needs over those that build self-reliance of the people affected by displacement. Conflict, inflation, and natural disasters such as floods remain the main drivers of humanitarian needs in Sudan.

Despite such challenges, NRC, collaborating with partners and the respective government departments, looks for a balance between meeting immediate needs and building capacities for self-reliance for the people affected by displacement by promoting economic inclusion, employability, and income generating opportunities to contribute and drive the humanitarian responses towards durable solution². This is in line with NRC's vision of "people protected, rights respected"³, and resonates well with the Government of Sudan's 2019 Global Refugee Forum commitment by supporting the market and increase economic activities⁴. However, there is extremely limited information and assessments that were conducted to understand the livelihood options that people affected by displacement can pursue in Sudan.

NRC re-entered Sudan in February 2020 and has managed to open humanitarian operations in Khartoum, South Kordofan, Gedaref, White Nile, West, and North Darfur states under the following sectors: Livelihood and food security, Education, water and sanitation, Shelter, camp management, information, counselling, and legal assistance (ICLA) and recently started protection.

Purpose of Assessment

NRC is seeking for services for consultancy to conduct a scoping exercise of viable livelihoods and food security opportunities for refugees, IDPs and host communities in **White Nile State in Sudan**. The main purpose of the assessment is to identify opportunities to guide NRC's livelihoods and food security response strategy. NRC endeavors to strike some balance between activities that meet immediate basic needs and those that contribute towards medium and long-term livelihood objectives by building self-reliance and resilience. The assessment should be conscious of safe and inclusive processes especially in age, gender, and diversity in participation to ensure inclusiveness and safety of the target community members in this assessment⁵.

Assessment Objectives

- The main objective of the assessment is to get in-depth qualitative information to understand the livelihood opportunities that can be supported to ensure improvement in living conditions and protection of people affected by displacement in Sudan. The profiling must align to relevant

¹ OCHA, Humanitarian Need Overview 2023, Issued November 2022

² NRC Programme Policy.

³ NRC Global Strategy.

⁴ S-CRRF 2021

⁵ UNHCR AGD policy.

sustainable livelihoods assets (human, financial, social, physical, and natural) factoring all variations resulting from nationality to other diversities that exist in the assessment population.

- To explore the capacities that exist in target communities based on the sustainable livelihoods framework (human, financial, social, physical, and natural) for support to contribute towards the protection of forced displaced persons. This can be categorized based on age, gender, and diversity to ensure inclusiveness and protection of all.
- To explore how NRC can collaborate with affected communities to transform existing opportunities within these communities without driving dependency and be in line with Sudan government policies? (Propose preferred delivery modality).
- To map existing private sector stakeholders (formal and informal), government and informal institutions that are relevant in developing the listed livelihoods assets and specify their roles towards improving the livelihoods of the target population.
- To recommend, potential viable livelihoods including description of the support packages and modalities. (With focus on Market based approaches).

Methodology

To ensure all segments of the target population are reached NRC proposes the use of secondary data to capture previous related assessments as well as getting primary information from communities, leaders, government, and other NGOs. Below are some of the suggestions for consideration

- Desk review of existing data: Assessment reports, policies, and strategies.
- Primary data collection: Key informant interviews (KIIs) and Focus group discussions (FGDs) with target groups and stakeholders
- Workshops, meetings, brainstorming sessions.

The consultants will capitalize on their experience and make necessary suggestions and inclusion of additional data collection tools to add value to this project.

Preparation for tools and techniques

The consultants in collaboration with NRC will design the FGDs and KIIs guide. The draft tools will be submitted as attachments to the inception report and M&E and LFS staff will do technical review of the tools.

Data Protection and Confidentiality

NRC is compliant to the data protection policy (GDPR), this will be adhered to through training of the research assistants on research ethics and professional administration of data collection tools. Each respondent will have informed consent before engagement, participation is voluntary, and all respondents will be anonymized. Data will be collected and recorded in an electronic system, ODK secured in an NRC cloud system. For KII and FGD, information will be recorded in hard copy, necessary steps will be taken to anonymize respondents, and response, names, and any personal data which may compromise the protection of participants will not be documented. No pictures will be taken of children/minors during this exercise.

Quality control and data management

NRC's monitoring and evaluation unit will technically support and supervise the consultant to ensure the validity of data collection tools; this will be done through pretest and adjustment of the tools before field data collection. All enumerators will be taken through tool administration and interpretation of questions to ensure accuracy of data. Necessary steps will be taken to ensure participation of all segments of the population through cultural sensitivity and alignment to participant's cultural practices. The voluntary participation is a control measure for information accuracy, however, probing will be done by the assessment team among other facilitation skills. The technical proposal should outline additional data quality control that will be implemented and how data will be processed.

Scope of Work

The assessment will be carried out in **White Nile** state. It will target refugees, internally displaced persons (in and out of camps, urban and rural areas) and local communities hosting them.

Proposed Timeframe (for guidance purposes)

Activities		Days	Responsible
Inception meeting, desk review, review of methodology and inception report. The inception report should clearly outline the methodology and include the tools, how the tools will be used, sampling methods etc. The inception report should also include an initial menu of themes (based on the lines of inquiry), which may develop through the iterative process of data collection and analysis. The inception report should also include a summary of findings (and information gaps) from the secondary data review.		5 days	NRC and consultants
Briefings with relevant NRC and other national stakeholders all through assessment period.			Consultants
Field work – Key informant interviews and focus group discussions: Data collection to be done at the same time in the different states	Organizing local authorities and community leadership appointments	2 days	Consultants
	Training of data collectors and pre-testing	3 days	Consultants and NRC
	Data quality review	1 day	Consultants and NRC
	Data collection	13 days	Consultants
Data analysis.		5 days	Consultants
Debriefing with NRC		Half day	Consultants and NRC
Draft Report Writing.		5 days	Consultants
Draft Report Review.		2 days	NRC
Final report.		1 day	Consultants
Total Days		38 days	
Suggested timeline – as a guideline only	<ul style="list-style-type: none"> ▪ Identification and contracting by 5 January 2023 ▪ Pre-deployment consultations and preparations by 15 January 2023, culminating in an inception report ▪ Deployment to Country and Area Offices from 25 January 2023 ▪ Final written report and invoice by 23 February 2023 		

Gender and culture

Ability to get on with the community in terms of ability to speak the local language and ensure gender mix, depending on the context, sometimes women are not free to talk to men or men cannot interview women so this needs to be considered.

COVID-19 safety measures

- Avoid physical contact with respondents – explain the reason
- Reduce the number of people for FGDs to 8-10 or less
- Keep the 1-2 meters distance apart to reduce contact between people (both consultants/staff and respondents)
- Provide hand washing facilities (water and soap) through community participation and NRC contribution

Report Design Quality

- Use visuals to highlight key messages including but not limited to, charts, infographics, maps. **Example:** <https://www.nrc.no/globalassets/pdf/reports/ukraine/food-security-and-livelihoods-assessment-may-2020/lfs-infographic-english-version.pdf>
- Apply a standard design and consistently using it through the report such as chart types and coloring scheme. **Example:** https://www.nrc.no/globalassets/pdf/reports/make-or-break--the-implications-of-covid-19-for-crisis-financing/nrc_make_or_break_implications_covid19_crisis_financing_ov.pdf
- Format charts, tables, and graphs to be attractive and easy to understand. **Example:** <https://www.nrc.no/globalassets/pdf/reports/myanmar-youth-led-assessment-overview/myanmar-yla-overview-2020.pdf>
- Use negative space and images when possible. **Example:** https://www.nrc.no/globalassets/pdf/reports/nrc_downward-spiral_covid-19_report.pdf
- Generate maps using modern design. **Example:** <https://www.nrc.no/news/2020/april/more-than-50-million-people-displaced-within-their-own-country/>
- Pay attention to charts and maps size, so that it is readable.
- Follow NRC design guidelines included [he HYPERLINK "https://1drv.ms/w/s!AI5xEZUMI3LmhJg5XNVgHJwtK1dHYg?e=EwO1aB"r HYPERLINK "https://1drv.ms/w/s!AI5xEZUMI3LmhJg5XNVgHJwtK1dHYg?e=EwO1aB"e](#) and mentioned examples above.

Deliverables

- Inception Report
- The final report: Precise English report in both hard and soft copies.
- A power point presentation for the study to be presented in experts consultation workshop,
- Incorporate the outcomes of experts meeting in the final report

Consultant/ team qualifications

The Consultancy team must be multidisciplinary as the study is an opportunity to define strategical alternative livelihoods definition hinging on the sustainable livelihood framework and context of 2023.

At the minimum, the consultant(s) must possess the following:

- Demonstrate a good understanding of the Market dynamics with practical working experience or research/Surveys in such environments.
- Expert in sustainable livelihoods framework and market analysis, economic (micro economic) to identify existing sustainable opportunities on farm as well-off farm
- An expertise in market programming (small-scale business support as well cash responses).
- An in-depth knowledge and understanding of the political dynamics of the Sudan and its history of relations between tribes, governments, and political organs.
- An experience on Conflict Analysis
- An expertise in national, regional, and global economics.
- Practical application of cross cutting themes like age, gender and diversity mainstreaming, and gender competence, monitoring, and evaluation
- Advocacy.
- Proven experience of using participatory tools and methodology.
- Excellent analytical and report writing skills.

Intellectual Property

All information pertaining to this project (documentary, audio, project documents, etc.), which the firm may come into contact within the performance of its duties under this consultancy, shall remain as the property of the Norwegian Refugee Council who has exclusive rights over their use. Except for the purposes of this assignment, the information shall not be disclosed to the public nor be used without written permission of Norwegian Refugee Council. National and international copyright laws will be applicable.
