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| **Title** | **Terms of Reference for a study to map sustainable livelihoods options in South Kordofan and North Darfur in Sudan**  |
| **Background** | Rapid population growth due to a combination of natural growth and massive waves of in-migration, increasing commercial investment, and government appropriation have cumulatively resulted in the shrinking of available resources in the wake of increasing demand in the North and South Darfur regions of Sudan. The result has been increasing competition for land and natural resources which when exacerbated by economic pressures often escalates into violent disputes. Movement of nomadic groups into farming land is causing destruction of crops by livestock, the expansion of farms into grazing land is subsequently blocking nomadic corridors, and tensions over access to water points and these are a few of the disputes that have arisen due to this competition for resources. Lack of the coordinated management of natural resources and increasingly unfavourable climatic conditions are paired with lack of access to markets and improved agropastoral inputs and farming techniques that are resilient to climate change and variability resulting in increasing food insecurity among these communities. In response to these challenges, NRC seeks to innovatively work with partners and government to promote self-reliance and build resilience by promoting climate resilient agropastoral production practices, economic inclusion, diversified livelihoods strategies, increased access to markets (input, output, financial markets) and sustainable Natural Resources Management practices towards achieving food security and dignified living conditions for displacement-affected communities in North Darfur and South Kordofan.  |
| **Purpose** | NRC is seeking for consultancy services to conduct a study of viable sustainable livelihoods opportunities in rural South Kordofan and North Darfur regions of Sudan with special focus on agropastoral and related livelihoods. The assessment will directly contribute towards the designing of a development project hence the need to identify the opportunities that are present in the area under study that can be used to promote growth and strengthen systems for sustainable livelihoods. The main purpose of the study is to identify viable livelihoods opportunities towards building the self-reliance and resilience of displacement-affected communities in the target areas. The study will focus on:Mapping community livelihood groups working on agro-pastoral production systems *(roles/responsibilities/opportunities/challenges/women and youth specific challenges and opportunities/early adopters)*Mapping stakeholders/other market actors working on agro-pastoral production systems *(roles/responsibilities/opportunities/challenges)*Analysis of land and water resources management systems and practicesIdentifying alternative livelihood options other than agro-pastoral production systems* Analysis of related policies and strategies

Investigating the strengths and opportunities of systems and structures in support of climate resilient livelihoods strategies, land and water resources management, disaster risk reduction (DRR) and agropastoral production systems will be key in guiding the final design of the program. |
| **Objectives** | The main objective of the study is to gather in-depth qualitative information to understand the market systems of agro-pastoral production that can contribute towards increased food security, self-sustenance and resilience of displacement affected persons in South Kordofan and North Darfur in Sudan. An exploration of the below sub objectives will contribute towards the achievement of the study’s main objective.* ***Gather information on community agro-pastoralist groups:*** Outline the roles and responsibilities, challenges and opportunities faced by community livelihoods groups and identify early adopters: Groups will include among others, seed saver groups, village savings and loans associations (VSLAs), community-based organizations (CBOs), women' economic groups etc.
* To gather information on the roles and participation of Women and Youth in local market systems and livelihood activities: Outline the opportunities and challenges faced by Women and Youth in livelihoods activities particularly in agro-pastoral production systems.
* To identify and map the key stakeholders and market actors in agropastoral production systems: Outline the roles and responsibilities, opportunities and challenges faced by stakeholders engaged in providing support to agro-pastoralist production systems through sustainable, diversified practices to foster increased food security, production, post-harvest and access to markets – stakeholders will include among others, financial service providers e.g. Micro Finance Institutions and Banks, local authorities, community leaders, Lead Farmers, medium and small market actors, agro-pastoral leaders, Government agricultural extension workers, Technical Line Ministry departments, local research institutions etc.
* Gather information on the systems and structures in place for land and water resources management and Community Disaster Preparedness and Response - outlining existing opportunities and challenges.
* Recommend agro-pastoral value chains and livelihoods interventions that present potential for further development and support towards increasing household income and improving the food security of target communities – this will include potential income generating activities from natural resources e.g., forest resources – including the description of preferred support packages and modalities as informed by the Market Based Approach.
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| **Preparations and Study Methodology** | In preparation for the study, there is need to consult the respective Area Managers and agree on arrangements for the visit. The consultant will provide an inception report, outlining the deployment schedule. The expectation is that the consultant will undertake field missions in each of NRC Sudan’s offices in North Darfur (North Area Office), and South Kordofan (South Area Office).To ensure a comprehensive study, NRC proposes the collection and analysis of both primary and secondary data. Listed below are suggestions for consideration in addition to those to be suggested by the consultant to add value to the project.* Carry out a desk review of existing data: Assessment reports, policies, and strategies – Area offices can support with access to previous assessment reports and other secondary data for review.
* Primary data collection: Key Informant Interviews and Focus Group Discussions with target groups and key stakeholders
* Workshops, meetings, brainstorming sessions – to collect more information and validate information gathered through FGDs and KKIs
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| **Outputs** | * Inception report which includes the mission trip schedule, as discussed during pre-deployment consultations
* Final mission report as guided by the study objectives inclusive of the following key elements for each of the 2 target areas:
* A map of community livelihood groups working on agro-pastoral production systems, early adopters of improved/sustainable agro-pastoral production systems (roles/responsibilities/opportunities/challenges/women and youth specific challenges and opportunities/early adapters)
* A map of stakeholders involved in agro-pastoralist production systems – their challenges and opportunities
* A map of systems and structures in place for Disaster Risk Reduction and Natural resources Management – outlining their opportunities and constraints.
* Key recommendations for improving agro-pastoralist production systems; promising agro-pastoral value chains and viable income generating activities that can result in increased household income; preferred support modalities
* Summary of key policy and strategy points related to agro-pastoralist production systems
* Use of English in both hard and soft report copies.
* A power point presentation for the study to be presented in experts consultation workshop.
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| ***Suggested timeline (for guidance purposes)*** |

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| **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 | 28 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. | 2 days | Consultants |
| **Total Days** | **51 days** |  |

* Identification and contracting by 10 **January 2023**
* Pre-deployment consultations and preparations by 20 **January 2023**, culminating in an inception report
* Deployment to Country and Area Offices from **30 January 2023**
* Final written report and invoice by **10 March 2023**
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| **Cost burdens** | It is expected that the consultant will provide three days’ work pre-deployment, and five days post-deployment. For the deployment it is expected that the consultant will work for approximately **28 days i.e., 14 days in each of the two locations.**The consultant is responsible for own ICT equipment and software, and personal insurances. The consultant will take on any international tax obligations within the contract value.NRC will arrange and pay for relevant flights, visa, in-country accommodation, and travel. NRC will take on any local/Sudanese tax obligations, not deducting from the contract value.The payment profile for the consultancy will be: 30% on contract signing, 30% upon delivery and acceptance of the inception report, and 40% upon delivery and acceptance of the final report. |
| **Comment – Consultant experience and suitability** | 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.* Expertise on the sustainable livelihood’s framework and market analysis, economic (micro economic) to identify existing sustainable opportunities (on and off farm)
* Experience in undertaking assessment to inform Market system development programs
* 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.
* Experience on Conflict Analysis
* Practical application of cross cutting themes like age, gender and diversity mainstreaming, and gender competence, M&E,
* Proven experience of using participatory tools and methodology.
* Excellent analytical and report writing skills

\**The interested bidder needs to demonstrable expertise in agro-pastoral production systems and livelihoods strategies and displacement response with knowledge of Sudan agro ecological systems.* |

**Preparation for tools and techniques**
The consultants in collaboration with NRC will design the FGD and KII guide. The draft tools will be submitted as attachments to the inception report and M&E and LFS staff will do the technical review.

**Deliverables**

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

**Data Protection and Confidentiality**

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

**Quality control and data management**

NRC M&E unit will technically support supervise the consultant to ensure validity of the 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 question to ensure accuracy of data. Necessary step 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 and assessment team will use other facilitation skills. The technical proposal will outline additional data quality control will be implemented and how data will be processed.

**Scope of Work**

The assessment will be carried out in two states of Sudan: South Kordofan and North Kordofan. It will target internally displaced persons (in and out of camps, and rural areas) and local communities hosting them.

**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; charts 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!Al5xEZUMI3LmhJg5XNVgHJwtK1dHYg?e=EwO1aB"r HYPERLINK "https://1drv.ms/w/s!Al5xEZUMI3LmhJg5XNVgHJwtK1dHYg?e=EwO1aB"e](https://1drv.ms/w/s%21Al5xEZUMI3LmhJg5XNVgHJwtK1dHYg?e=EwO1aB) **and** mentioned examples above.

**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 the property of NRC 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 NRC. National and international copyright laws will be applicable.