

## Terms of Reference

<b>Title:</b>	Individual consultant to develop a baseline study on VAW shelters in Lebanon
<b>Type of Contract:</b>	SSA
<b>Duty Station:</b>	Beirut, Lebanon (home-based)
<b>Organizational Unit:</b>	UNFPA
<b>Duration:</b>	30 working days starting June 5, 2020

### Background:

UNFPA is the lead UN agency for delivering a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled. UNFPA expands the possibilities for women and young people to lead healthy and productive lives. Since UNFPA started working in 1969, the number – and rate – of women dying from complications of pregnancy or childbirth has been halved. Families are smaller and healthier. Young people are more connected and empowered than ever before.

Eradicating violence against women requires a comprehensive, holistic approach to address the impact on women's physical and psychosocial health, as well as her participation in the economy and public life. Shelters for survivors of violence are an essential component of such a comprehensive and coordinated response and are globally recognized as a useful option for women escaping violence. Shelters work alongside other general social, justice and policing and health services to support survivors. The Report of the Special Rapporteur on violence against women, its causes and consequences A/HRC/35/30, para states the following "The establishment of safe women's shelters and efficient and immediate protection orders should be seen as human rights obligation that uphold a woman's right to life free from violence".

UNFPA Lebanon promotes gender equality and women's empowerment, and the prevention and protection against gender-based violence. It developed the National Women's Strategy 2011-2020 and its relevant National Action Plan through several partnerships with governmental institutions, NGOs and international organizations. In addition, in partnership with the United Nations Economic and Social Commission for Western Asia (ESCWA), UNFPA prepared and formulated the national strategy of VAWG which sets the general framework for national action aimed at providing prevention and protection for women and girls from violence of all kinds and forms.

In September 2019, the Government of Lebanon passed its first National Action Plan on UNSCR 1325 on Women, Peace and Security, with support from the United Nations in Lebanon. The NAP 1325 is a detailed four-year action plan with specific targets that should be achieved during the duration of the NAP. Due to the COVID-19 crisis, the NAP's first year workplan has been amended to prioritize interventions related to gender-based violence and legal reforms. One of the main priorities to address GBV in the country is to conduct a baseline assessment of shelters and to develop minimum standards for shelters to be adopted by concerned national institutions.

Based on the above, and building on the baseline results - and tools – developed by UNFPA Lebanon in 2011 for conducting a rapid analysis of the shelters in Lebanon, the expert will consult with relevant actors and conduct a mapping of VAW of shelters in Lebanon including

an analysis of the shelters' availability, accessibility, eligibility, capacities, programmes, and services. The desk review and analysis need to be guided by international standards as well as national legislations that oversee the establishment of shelters. Building on the evidence-based findings and analysis of how shelters operate in Lebanon, the expert needs to provide relevant policy recommendations for better support at both the operational and programme levels.

### **Duties and Responsibilities**

The expert will work under the direct supervision of the National Commission for Lebanese Women and the Ministry of Social Affairs and in close collaboration with UNFPA and UN Women, to:

- Carry out an inception meeting to ensure clear understanding of the Terms and expected outcomes and deliverables
- Conduct desk review of available shelters in Lebanon, relevant documents on minimum standards and/or requirements for VAW shelters internationally, regionally and nationally including national policies, legislations and regulations relevant to operating shelters.
- Develop methodology to carry-out mapping study on government and NGO-run shelters to include information on eligibility, accommodations, requirements, restrictions, documentation required, services, trainings and capacity-building, management and administration, standard operating procedures, human resources, etc.
- Develop/adapt a tool (based on existing tools) for collecting the needed information and initiate data collection, processing and analysis.
- Validate the data and findings with the participating shelters' stakeholders.
- Produce a draft report with the results/validation of the mapping/assessment as well as the recommendations and present the findings to national stakeholders for input and feedback.
- Finalize the report based on partners and stakeholders' feedback.
- Produce minimum requirements/standards for shelters and present findings to national stakeholders to agree on the adoption of minimum standards for shelters across the country.
- Develop reporting mechanism and format (template) for subsequent tracking and reporting purposes.

### **Deliverables:**

1. Baseline study/assessment of all government and NGO-run shelters across Lebanon.
2. Data collection plan and/or reporting mechanism with template for tracking purposes.
3. In half-day workshop, present findings of shelter assessment and minimum standards for shelters in the country and suggest policy recommendations.

### **Core Values and Competencies**

#### **A. Core Values:**

- Respect for Diversity;
- Integrity;

- Professionalism.

**B. Functional Competencies:**

- Demonstrated knowledge and experience in monitoring and evaluations, data collection methods and tools;
- Strong knowledge and familiarity with national institutions and civil society organizations, especially those with a mandate on GBV response.
- Ability to communicate complex information and ideas in a simplified manner;
- Strong written and oral communication skills in English and Arabic;
- Ability to work under pressure and to deliver on time.

### Required Qualifications and Experience

The Consultant should fulfill the following requirements:

**A. Education:** Master's degree in Social Sciences, Gender Studies, Development Studies, or equivalent work experience.

**B. Experience:**

- Deep understanding of GBV programming, guiding principles and what it means to provide a survivor-centered response;
- Proven experience in GBV evaluation and assessments and in developing M&E tools and templates;
- Experience in data analysis and monitoring with focus on gender/GBV//development/human rights related work;
- At least 4 years' experience in research (both qualitative and quantitative);
- Demonstrated understanding of issues related to confidentiality, data safety/security and other ethical concerns related to the sharing of sensitive data;
- Experience in strategic analysis and report writing;
- Familiarity with governmental and non-governmental entities in Lebanon is essential;
- Demonstrated organizational skills, including the ability to work independently and productively, with multiple stakeholders in a fast-paced environment.
- Familiarity with UN work is desirable.

**C. Language and other skills:** Proficiency in oral and written in English and Arabic essential.

### Evaluation Criteria

- Contract will be awarded to the technically qualified consultant who obtains the highest combines score (financial and technical).
- The points for the Financial Proposal will be allocated as per the following formula:  
(Lowest Bid Offered\*) / (Bid of the Consultant) x 30;
- "Lowest Bid Offered" refers to the lowest price offered by scoring at least 49 points in technical evaluation.

### **Technical Evaluation Criteria:**

The total number of points allocated for the technical qualification component is 70 points. The technical qualification of the individual is evaluated based on following technical qualification evaluation criteria:

- Education: 20 points
- Professional experience and skills: 50 points
- Total Obtainable Score 70 points

Only the candidates who have attained a minimum of 70 points will be considered as technically qualified candidate.

### **Financial Evaluation Criteria:**

- The total number of points allocated for the price component is 30.
- The maximum number of points will be allotted to the lowest price proposal that is opened/ evaluated and compared among those technical qualified candidates who have attained a minimum of 70 points in the technical evaluation. All other price proposals will receive points in inverse proportion to the lowest price.

### **Application process and deadline**

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

- A cover letter with a brief presentation of your consultancy explaining your suitability for the work and previous work portfolio, and ability to meet the requirements, method of engagement and other relevant information;
- Personal History form (P-11) which can be downloaded at the following link
- Updated and relevant Personal CV; and
- Financial proposal inclusive of daily and lump-sum rate.

The above-mentioned documents should be submitted together by June 30, 2020 through the email link: [bids\\_lbn@unfpa.org](mailto:bids_lbn@unfpa.org)

Incomplete submission can be a ground for disqualification.