



## **Terms of Reference**

# **Call for a national consultancy firm to conduct a Supplementary Study on Cross-Border Female Genital Mutilation (FGM) in Tanzania**

### **1. Overview of UNFPA**

UNFPA, the United Nations sexual and reproductive health agency, aims to deliver a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled. One of the key areas that UNFPA supports is the elimination of female genital mutilation (FGM) in line with our strategic vision to end gender-based violence (GBV) and harmful practices by 2030, in line with the 2030 Agenda and Sustainable Development Goals (SDGs). Female genital mutilation is internationally recognized as a violation of human rights and a form of violence against girls and women. Girls and women subjected to FGM are at risk of early marriage, other forms of GBV, and reduced opportunities for growth, sustained social and economic empowerment. They are also likely to suffer lifelong physical and psychological health problems as a consequence of the practice, which may also lead to death due to excessive bleeding and infection.

### **2. Background**

Over the last three decades, there has been an accelerated global effort towards the elimination of FGM; however the practice persists across and within different countries due to a number of challenges and emerging trends which have pushed the practice underground and across borders to avoid prosecution where it is illegal and laws are perceived as being strictly applied. Of the 200 million women and girls globally estimated to have undergone FGM, about one quarter of these girls (48.5 million) are reported to be from the East African border countries of Kenya, Uganda, Ethiopia, Tanzania and Somalia. It is estimated that if the current trend of FGM incidence remains unchanged; at least 9,410,000 girls in Ethiopia, Kenya, Somalia and Tanzania will be at risk of experiencing FGM between 2015 and 2030.

Recognizing this, a Declaration and Action Plan to End Cross-border FGM was adopted at the regional inter-ministerial meeting which was held on 17 April 2019 in Mombasa, Kenya, among representatives of Gender Ministries from Ethiopia, Kenya, Somalia, Tanzania and



Uganda. This followed a meeting between representatives of the Gender Ministries from Kenya, Uganda and Tanzania, together with their counterparts of the UNFPA-UNICEF Joint Programme to Eliminate FGM, who officially met in Burkina Faso during the International Conference to End FGM in 2018. The recommendations of the latter meeting included strengthening "Evidence, research and data to end cross-border FGM". Prior to the Mombasa meeting, during the 32nd African Union Heads of State and Government Summit, member states adopted a declaration on "Galvanizing Political Commitment towards the Elimination of Female Genital Mutilation in Africa"; and endorsed an African Union, continent-wide social marketing campaign that focuses on addressing the cross-border practice of FGM.

Furthermore, the United Republic of Tanzania, through its National Anti-Female Genital Mutilation (FGM) Strategy and Implementation Plan - soon to be launched – seeks to reduce the prevalence of FGM from the current 10 percent, according to the Tanzania Demographic and Health Survey (TDHS) 2016, to 5 percent by 2022. Among the gaps identified in the strategic and implementation plan, it recognizes challenges posed by the absence of cross-border interventions in areas where such practices are conducted and perpetrators flee from prosecution to nearby countries.

### **3. Rationale**

As part of the recommendations of the Burkina Faso inter-ministerial meeting on cross-border FGM - specifically Pillar 4 on "Evidence, Research and Data", under the overall leadership of the UNFPA Country Office in Kenya, in partnership with the Government of Kenya and in collaboration with the Governments of Ethiopia, Somalia, Tanzania and Uganda, and with support of the UNFPA Eastern and Southern Africa Regional Office – a multi-country research on cross border Female Genital Mutilation among Cross-Border Communities in Kenya, Uganda, Tanzania, Ethiopia and Somalia was undertaken in 2020.

The overall objective of the multi-country research was to assess the status of FGM in the cross-border areas in order to finalize the regional End Cross Border FGM Action Plan. Specifically, the study aimed to:

- I. Identify the social dynamics of the practice of FGM for these communities as well as the gaps in existing policy and legal framework and finalization of the regional End Cross Border FGM Action Plan
- II. Examine the socio-cultural, health, political and economic effects of FGM on cross border communities particularly on women and girls;
- III. Establish determinants/drivers of cross-border FGM among communities in Kenya, Uganda, Tanzania, Ethiopia and Somalia
- IV. Map out institutions/organizations engaged in FGM prevention and response and the types of interventions in the border areas including referrals
- V. Explore the social norms and practices related to FGM and the level at which these are upheld or contested by cross-border communities on the four borders of Kenya, Uganda, Tanzania, Ethiopia and Somalia.



In Tanzania, a desk research was completed and its results are included in the multi-research study. This research study now needs to be complemented with a collection and analysis of primary data on cross-border FGM on the Tanzanian side of the Tanzanian-Kenyan border, in particular on the border with the Kenyan regions of Isbania and Transmara.

#### **4. Objectives**

Under the overall supervision of the UNFPA Country Office in Tanzania (TCO), in partnership with the Ministry of Health, Community Development, Gender Elderly and Children (MoHCDGEC), **the main objective** of the supplementary study on cross-border FGM in Tanzania is to provide detailed information on the current trends, patterns and social dynamics of FGM practiced by communities living on the Tanzanian side of the Tanzanian-Kenyan border, in particular on the border with the Kenyan regions of Isbania and Transmara. The supplementary study will:

- Complement the already completed multi-country research study on cross-border FGM
- Inform the MOHCDGEC's National Plan of Action to End Violence Against Women and Children (NPA-VAWC, 2016/17 - 2021/22) and its National Anti-FGM Strategy - which is soon to be launched.

The **specific objectives** of the supplementary study are to:

- A. Examine the socio-cultural, health, political and economic effects of FGM on cross border communities, particularly on women and girls
- B. Identify the gaps in existing policy and legal frameworks for the finalization of the regional End Cross Border FGM Action Plan
- C. Map out institutions and/or organizations engaged in FGM prevention and response and the types of interventions in the border areas, including referral.

#### **5. Methodology**

The methodology for this study needs to align with the multi-country study that has already been completed. The methodology will therefore be agreed on by the appointed consultancy firm in consultation with the UNFPA TCO and MoHCDGEC.

As far as possible, the UNFPA TCO and MoHCDGEC will make available appropriate materials relating to the research. This will include the inception report and the final full report of the Multi-Country Study on Cross-border FGM, in which the methodology and data collection tools are detailed.

It is expected that this research will include:



- A brief literature review and document review to provide updates to the desk research and the findings of the multi-country research study already concluded
- Analysis of FGM data from national and international sources where available
- A review of national and/or regional policy documents to identify the national/regional-level agenda and enabling systems
- In-depth key informant interviews (KIIs) with relevant national and local stakeholders on cross border FGM issues
- Focus group discussions (FGDs) with groups of young women and men, and older women and men
- Surveys of appropriate audiences (potentially to include community members)
- Direct observation.

## **6. Qualifications**

The required qualifications and experience of the team members of the national consultancy firm are as follows:

### **Team leader (one individual)**

- An advanced university degree in international development, social science, anthropology, public health, or gender studies.
- At least 5 years of professional experience with demonstrated experience in designing, adapting designs/methodologies and implementing research studies and/or assessments.
- Previous experience in conducting assessments and/or research on gender-related issues, particularly GBV and FGM.
- Previous experience working on FGM and/or harmful practices.
- Demonstrated experience in leading and coordinating a team of researchers and/or enumerators.
- Previous experience in designing and developing tools for data collection and analysis.
- Ability to analyze, synthesize and convey information from multiple sources.
- Excellent report writing, editing, and presentation skills.
- Previous work experience in the East and Southern Africa region. Detailed knowledge of the Tanzanian-Kenyan border geographic context is an added advantage.
- Familiarity with the Tanzanian development context related to the rights of women and girls and/or gender issues.
- Previous experience with UN Agencies is an added advantage.
- Fluency in both English and Kiswahili with excellent writing, analytical and communication skills.
- Availability to undertake the activities within the time frame indicated in these Terms of Reference.



### **Other members of the team (two individuals)**

- An advanced university degree in international development, social science, anthropology, public health, or gender studies.
- Previous experience in assessment/research of at least 2 years.
- Previous experience in taking part in assessments and/or research on gender issues.
- Previous experience in taking part in a team of consultants and/or enumerators.
- Previous experience in designing and developing tools for data collection and analysis.
- Familiarity with the Tanzanian context.
- Excellent analytical, writing and communication skills.
- Fluency in both English and Kiswahili with very good writing, analytical and communication skills.
- Availability to undertake the activities within the time frame indicated in these Terms of Reference.

### **5. Expected Deliverables**

1. *An inception report* - After six (6) days of signing the contract and inception meeting, the national consultancy firm will be expected to submit an inception report detailing the study layout, research questions, proposed study design and methodologies, a data management plan and a work plan for the study. The detailed work plan at the start of the assignment will take into account time for feedback from the UNFPA TCO and MoHCDGEC, and for revision of the materials. There will be several deadlines within the stipulated time frame for the submission of various materials.
2. *Draft comprehensive report* - The national consultancy firm will be expected to submit a draft comprehensive report documenting the results of the exercise for discussion, comments and consensus.
3. *Final report* - The national consultancy firm will be required to submit the final report after receiving comments by UNFPA, MoHCDGEC and relevant stakeholders on the draft report. The content and structure of the final analytical report will bear the findings, recommendations and lessons learnt covering the scope of the study as agreed. The report will include a full documentation of the activities undertaken and the associated costs, as well as considerations of ethical issues.

### **6. Supervisory arrangements**

The consultancy firm will be supervised by UNFPA, under the overall guidance of the UNFPA Tanzania Country Representative, and will report to the Technical Advisor - Gender Equality – and Programme Analyst - Gender.



In the context of the study, UNFPA will establish a taskforce with MoHCDGEC that will review and approve all major deliverables of the study, as per the Terms of Reference prior to any payment of the installments due to the consultancy firm.

All data collected for the purpose of this assignment will be made available on a Google Drive folder which will be created by the appointed consultancy firm and shared with UNFPA. The data will be the joint property of the UNFPA TCO and MoHCDGEC, and will not be shared by the national consultant without prior, written approval from the contracting agency.

## 7. Duration and proposed timeframe

The duration of the consultancy will be **40 working days**. The activities should be undertaken within the period August to December 2021.

Activities	Responsibility	
	UNFPA	Consultancy Firm
Contract sign, introductory meeting, clarification of ToR - objectives and expectations - Consultancy firm, UNFPA, MoHCDGEC.	X	1 day
Develop Inception Report - literature review, adapting existing data collection and analysis tools, including inception meeting to present the report.		6 days
Review and input by UNFPA and MoHCDGEC on the inception report.	X	
Finalize the inception report based on review and inputs received, accepted by UNFPA. <b>(1st deliverable)</b>		1 day
Prepare application for ethical clearance and respond to the questions of the ethical committee as needed.		2 days
<b><i>Ethical clearance process by relevant National Authorities</i></b>		
Pretesting.		1 day
Finalization of data collection materials. Contact key informants and persons to interview, set up an agenda of data collection activities.		2 days



Data collection - FGDs, Surveys, KIIs, etc. - including travel to field sites. Entry of data, transcription and translation from Kiswahili to English.		14 days
Spot check/quality assurance.		1 day
Data cleaning and analysis.		3 days
Preparation of zero draft report and submission to UNFPA. <b>(2nd deliverable)</b>		3 days
UNFPA and MoHCDGEC review and input.	X	
Preparation of the first draft report and submission based on review and input received.		3 days
Meeting and presentation of the draft results with UNFPA and MoHCDGEC.	X	1 day
Finalization of report based on inputs received in the presentation of the draft results and other inputs, and submission to UNFPA for approval. <b>(3rd deliverable)</b>		2 days
<b>Total number of working days</b>	<b>-</b>	<b>40 days</b>

## 8. Payment modalities

- 1st payment: 30% of the total payment - Upon approval of the inception report from UNFPA and MOHCDGEC.
- 2nd payment: 30% of the total payment - Upon approval of the first draft report with integration of feedback from UNFPA and MOHCDGEC.
- 3rd/Final payment: 40% of the total payment - Upon approval of the final report, incorporating feedback from UNFPA and MOHCDGEC.

## 9. How to apply

To achieve the objectives, the UNFPA Tanzania Country Office would like to hire the services of a national consultancy firm with the relevant experience. In this regard, we invite interested and qualified firms to submit their applications to the email address [tanzania.office@unfpa.org](mailto:tanzania.office@unfpa.org), with the subject line:

Supplementary Study on Cross Border Female Genital Mutilation in Tanzania

The application should comprise of:

- A technical proposal and a motivation letter (4 pages maximum).



- The CVs of the team leader and each team members (5 pages maximum each) detailing their capacity, skills and experience to meet the requirements of the ToR.
- A broad outline of the approach that the firm will use to conduct the study (2 pages maximum), including ethics and child safeguarding approaches.
- An example of previous assessment/research work done on topics related to that of the ToR that was conducted by the firm.
- An indicative detailed budget (0.5 page) covering daily rate(s) and all relevant expenses.

**The deadline to submit the application documents is 25 August 2021 at 4:30 pm Tanzania time.**

**Only the applicant firms which meet all qualifications and experience will be contacted for further consideration. Incomplete applications will be automatically disqualified.**