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Terms of Reference - Desk-based nutrition review

Livestock for Livelihoods Project, South Omo (Ethiopia) and Karamoja, Uganda

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List of Acronyms Used:

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| Acronym | Full Expansion |
| AFRII | Africa Innovations Institute |
| CoP | Chief of Party |
| CV | Curriculum Vitae |
| DFID | Department for International Development |
| ET | Ethiopia |
| L4L | Livestock for Livelihoods |
| MCMDO | Mothers and children multi-sectoral development organisation |
| SBCC | Social Behaviour Change Communication |
| ToC | Theory of Change |
| UG | Uganda |
| UK | United Kingdom |

1. Background

**About Farm Africa**

Farm Africa is an innovative charity that reduces poverty in rural eastern Africa by helping farmers grow more, sell more and sell for more: we help farmers to not only boost yields, but also gain access to markets, and add value to their produce. We place a high priority on environmental sustainability and develop approaches that help farmers to improve their yields and incomes without degrading their natural resources. Our programmes vary hugely, ranging from helping crops farmers to boost harvests, livestock keepers to improve animal health, and forest coffee growers to reach export markets, but core to all of them is a focus on the financial sustainability of the farmers’ businesses and environmental sustainability.

**About the project**

Farm Africa’s Livestock for Livelihoods (L4L) Project, funded by DFID, is currently being implemented in pastoral areas of Uganda and Ethiopia in Karamoja and South Omo respectively. The project duration is four years from March 2018 – March 2022. Pastoralist and agro-pastoralist in these areas suffer from high rates of poverty and malnutrition. Women are particularly badly affected due to their low status and associated lack of decision making power and access to resources. The L4L project will address market failures in animal health and breeding services to improve livestock productivity, build capacity and assets of women pastoralists, establish trade and enterprise opportunities and improve household nutrition practices through behavioural change. The project will also generate and document learnings on the potential nutrition gains from livestock investment and women pastoralists’ economic empowerment. The nutrition component is being implemented in partnership with Africa Innovations Institute (AFRII) and Mothers and children multi-sectoral development organization (MCMDO) in Uganda and Ethiopia respectively.

1. Scope of Work

The project has conducted a baseline study and a nutrition situation analysis in Karamoja and South Omo. Reports from these studies have been used to develop country-specific social behaviour change communication (SBCC) strategies to enhance nutritional outcomes in the target households.

Farm Africa is seeking the services of a consultant with nutrition and SBCC expertise to conduct a desk-based learning synthesis and critical review of existing project documents.

The review will comprehensively bring together existing project learning and will include; synthesis of nutrition-specific learnings, production of a nutrition status summary for each of the target project areas, review and assessment of the SBCC strategies in reflection of existing project learning, and presentation of recommendations to improve project delivery and for future nutrition-based research within the project.

**Specifically the consultant will perform the following tasks;**

1. Review the project ToC, existing baseline and nutrition situation analysis reports from Ethiopia and Uganda and draft a 12-15 page report containing the following;
2. A summary of the quantitative findings on the nutritional status of women and children, dietary diversity and nutrition knowledge and practices in the two target regions – presenting top line infographics and highlighting any differences/similarities between the regions.
3. A summary of the qualitative findings on the socio-cultural practices and key drivers influencing the nutritional status and dietary diversity of women and children in the two target regions – highlighting differences/similarities between the two.
4. A critical reflection on whether the qualitative findings align with, and adequately explain the quantitative findings and any differences between the two countries.
5. Review the SBCC strategies deployed by the project for Ethiopia and Uganda and provide;
6. A critical reflection of whether the SBCC strategies are sufficiently evidence based and adequately address/adhere to the qualitative findings on the socio-cultural practices in each of the two target regions.
7. Provide recommendations for further follow up - in terms of proposed project activity delivery, and future data collection and research areas for Farm Africa and external stakeholders.
8. Purpose and intended audience

The report will be shared with both internal and external audiences:

**Internal Audiences:**

L4L Project nutrition committee - The report will be utilised by projects nutrition committee to inform future nutrition-based research and knowledge generation within the project.

L4L Project staff and Partner staff in Uganda and Ethiopia - The report will be utilised by the teams to appraise the current implementation methodologies and activities, and consider any amendments required to maximise results against the proposed project outcomes and objectives.

UK, ET and UG Comms. teams – The report will be utilised by central communications staff in the development of project status updates and external communications pieces.

**External Audiences:**

Local stakeholders and other implementing organisations – The report will be shared with selected local stakeholders and partners to share lessons learned, leverage local expertise and initiatives, to streamline implementation and avoid duplication.

1. Expected Deliverables and Timeline

All written documentation is to be submitted in English using Microsoft Word in soft copy. The main body of all reports should be written in simple language with any required technical terms defined within footnotes. The review should begin no later than **13th January 2020** with the consultant expected to take a total of **6 working days** to complete the assignment. Our indicative budget for this assignment is **£2,500.**

The consultant will provide the following deliverables to Farm Africa within the timeframe stated:

* Detailed Report Outline and Contents Page **within 1 working day**
* Draft report **within 4 working days**
* Final Report **within 6 working days**
1. Management and Implementation Responsibilities

Under the direct supervision of the L4L Chief of Party (CoP) and Nutrition Committee,

**The consultant will be responsible for:**

* Reviewing and analysing project documents;
* Developing a detailed report outline and contents page for submission to the CoP;
* Upon approval of the detailed report outline, drafting the report in a clear and accessible format, in line with the 3 key tasks listed above within the scope of work
* Submitting the draft report to the CoP for comments and feedback, in sufficient time to discuss and incorporate these into the final report.
* Production of the final report addressing all 3 components outlined in the scope of work
* Regular communication with the CoP, including responding to any comments or technical inputs wherever reasonable;
* Production of deliverables within agreed timeline and in accordance with the scope of work;

**Farm Africa will provide:**

* All relevant project documents
* Guidance and technical support as required;
* Comments and feedback on, and approval of, all deliverables within agreed timeline.
1. Farm Africa Research Principles

Farm Africa follows four basic principles of sound research practice and the consultant is expected to adhere to these throughout the study process. These are:

1. **Confidentiality and informed consent** – all data collected or reviewed during the consultancy will be treated as confidential and cannot be shared outside of Farm Africa.
2. **Independence and impartiality** – Farm Africa is committed to impartial and objective review of our projects. All findings and conclusions must be grounded in evidence. Researchers are expected to deploy tools and systems in their research that mitigate as far as possible against potential sources of bias.
3. **Credibility** – Farm Africa is committed to learning based on credible evidence. The credibility of studies depends on the professional expertise and independence of researchers and full transparency in the methods and process followed. Studies should clearly distinguish between findings and recommendations, with the former clearly supported by sound evidence. Methodologies should be explained in sufficient detail to allow replication, and evidence of failures should be reported as well as of successes.
4. **Openness** – To maximise the learning potential of the study process, Farm Africa may publish full reports or excerpts from them or may otherwise share them with interested parties.
5. Qualifications and Required Competencies

Applications from individuals or teams are welcome and will be assessed on their ability to demonstrate the following qualifications and competencies:

**Essential**

* Academic and practical experience in applied research strategies in the area of livestock and nutrition interventions in Africa.
* Experience in carrying out desk review studies
* Demonstrable academic and practical experience of SBCC methodologies and practices
* Excellent research report writing and data presentation skills
* Excellent reporting and presentation skills
* Fluency in spoken and written English
* A Master’s degree in Nutrition, Public Health or relevant subject

**Desirable**

* Academic and practical experience in nutrition
* Experience conducting desk reviews
* Experience in generating infographics
1. Submission of Proposals

Interested consultants or firms are requested to submit:

1. A proposal outlining how they plan to undertake the work plus their daily rates
2. Copies of all relevant Curriculum Vitae (CV).
3. A sample report of a similar task completed within the last 24 months (this will be treated as confidential and only used for the purposes of quality assurance);
4. Contact details for two references (including one from your last client/employer).

All documents must be submitted by email to our ‘sealed’ email address tenders@farmafrica.org by **18th November at 6pm East Africa Time.** The email subject line should clearly indicate ‘Bid for Desk-Based Nutrition Review’

It is anticipated that the successful applicant will be notified during the week commencing 1st December 2019.