



Safety, Empowerment and Protection for Syrian and non-Syrian Refugees and Host Communities in Egypt

Terms of Reference

Psychosocial awareness sessions, psychosocial groups and individual counseling for Refugees Alexandria, Damietta and Cairo 2022



CARE Egypt Foundation (CEF):

CARE Egypt Foundation (CEF) is an Egyptian, non-governmental organization registered under number 833 for year 2018 at the Ministry Of Social Solidarity in Egypt. CARE harnessing the legacy of CARE International in Egypt since 1954 to fight poverty and improve livelihoods. Since 1954, CARE has become actively involved in development programming particularly in Upper Egypt.

We envision Egypt as a place where everyone enjoys economic opportunities, equality and social justice. We empower women and girls by sharing our values amongst the private sector, government and civil society.

Women's Rights Program

The Women's Rights (WR) Program is designed to empower poor and marginalized women in Egypt who suffer from rights' violation. Its impact goal is: By 2025, poor women in Egypt especially in Upper Egypt are empowered and enjoying a better quality of life, having attained their rights. In order to achieve this goal, the program works with both the duty bearers in government and civil society, as well as rights bearers, women themselves, to address discriminatory attitudes and behavior towards women and girls.

The WR program works with the duty bearers to support their role to protect and uphold the rights of women, and also with the women to encourage them to understand voice and demand their rightful entitlements. The program works on three domains (agency, relations and structure) in order to empower poor women in Egypt to gain their rights. Through the focus on agency, women's self-esteem and confidence are built, and women have increased financial independence to fulfill their potential as productive and income-earning members of their households and society. In addition, when power relations (families) are gender sensitive whilst tackling all forms of gender-based violence (GBV) within and outside the household, and when structures (social norms or laws) particularly in the area of personal status, domestic violence are reformed, passed and implemented, gender equality can be achieved.

The program has three themes, which are:

1. Tackling Gender-based Violence (GBV).
2. Women's Social and Economic Empowerment.
3. Engaging Men and Boys (EMB).

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CARE proposes a 2-year project to create an enabling environment to change harmful gender norms thereby reducing SGBV and increasing child protection with interventions targeted at the

individual, family, community and societal level. SGBV forms targeted include intimate partner violence, non-partner sexual violence, FGM, CEFM, and child sexual abuse and exploitation. Activities will follow CARE's COVID-19 Standard Operating Procedures (SOPs), and will take place in person, if possible, strictly adhering to safety guidelines, or will shift to virtual and alternative implementation methodologies. CARE's SOPs also ensure our programs uphold Sphere Protection Principles and Standards. A 2-year period is necessary to fully complete certain project components (i.e., livelihoods), further consult participants, and to build local authority capacities to take over the running of Women-Friendly Spaces.

Objective of the Assignment:

The objective of this assignment is three-fold:

1- Within the framework of the project's first outcome, the consultant will conduct several **psychosocial informative sessions** around sexual and gender based violence (SGBV), its definition, forms, effects, and treatment using a psychosocial approach to reach in total 200 beneficiaries (the target is to be divided between Alexandria and Damietta "40 Women, 20 men and 40 adolescent girls" and Cairo "40 Women, 20 Men and 80 adolescent Girls) Through 10-12 awareness sessions conducted in with 15:20 participants.

The sessions should also cover types of SGBV, trauma and PTSD, resiliency, a sense of isolation, emotional awareness, as well as managing emotions, anger, and memories. When addressing SGBV and child protection issues, there is a need for building long-term relations with the community. Through these sessions women will know and understand SGBV, child protection causes and effects, and will be aware of available services. After every session, pre- and post- evaluation surveys will be conducted in order to evaluate whether attendees have gained the desired knowledge.

2- With-in the framework of the project's first outcome, the consultant will identify SGBV survivors from the psychosocial informative sessions and from the individual counseling sessions conducted in need of psychosocial support in a group setting to reach in total 60 beneficiaries the target is to be divided equally between "Alexandria and Damietta" and "Cairo" through form and conduct 4 **psychosocial support groups each group from 6 to 8 sessions**, each group with a minimum of 15 participants. Professional psychiatrists and counselors are requested to facilitate psychosocial support in a group setting. The therapy group should be much like a family in which members gain a sense of belonging and acceptance, they share feelings and experiences which help them relieve pain, guilt and stress. Members should be able to share their strengths and help others in the group, which can boost self-esteem and confidence. By interacting with other people and receiving feedback from the group and the therapist, each individual can gain a greater understanding of himself or herself, explore how childhood experiences contributed to personality and behaviors. They can also learn to avoid behaviors that are destructive or unhelpful for them. Studies have shown that group therapy can be an effective treatment choice for depression and traumatic stress. In each session, a presentation on a specific topic will be

conducted followed by small sharing groups where each participant will get the chance to share concerns among the group. Small groups are to be organized with two facilitators to ensure a peaceful session. Participants will agree on the rules of the group sessions such as respecting confidentiality, committing to attend all sessions, and reserving judgment.

3- Within the framework of the project's fourth outcome, CARE Egypt is looking for professional psychiatrists and counselors that can provide **individual psychosocial support/ counseling** to refugees who experienced any type of SGBV incidents. Refugees traumatized by SGBV often have trouble making decisions and rebuilding their lives, so these sessions have trauma recovery as their main objective. Psychosocial support around wellbeing is also a key component to identify and address SGBV among Syrian and non-Syrian refugee communities.

Consultants will be expected to work in Alexandria, Damietta and Cairo in certain areas that will be defined.

Scope of Work and Deliverables:

The consultant's main deliverables are:

1- Psychosocial Informative sessions:

- a. The consultant shall provide psychosocial informative sessions with a focus on SGBV to reach in total 200 beneficiaries (the target is to be divided equally between "Alexandria and Damietta" and "Cairo").
- b. The consultant shall provide a document with the content of the informative sessions. Content should be approved by CARE before conducting the sessions.
- c. The consultant shall provide pre and post surveys measuring change in participants' knowledge in the content delivered. Pre and post surveys should be approved by CARE before conducting the sessions. Analysis of the pre and post surveys will be done by the consultant and shared with CARE for reviewing and confirming.
- d. The consultant shall provide handouts to participants containing information to supplement the sessions. Handouts must be approved by CARE before conducting the sessions.
- e. Generate reports on each session conducted. Reports must include individual and collective results of pre and post surveys conducted, measuring the change in attendees' knowledge in regards to SGBV.

2- Psychosocial support groups:

- a. The consultant shall provide 4 psychosocial support groups to reach in total 60 beneficiaries (the target is to be divided equally between "Alexandria and Damietta" and "Cairo"). Each group will meet up from 6 to 8 sessions.
- b. The consultant shall provide pre and post surveys measuring change in participants' wellbeing. Pre and post surveys should be approved by CARE before conducting the psychosocial support

groups.

- c. Generate reports on each session conducted. Reports must include individual and collective results of pre and post surveys conducted, measuring the change in attendees' psychosocial wellbeing.

3- Individual psychosocial support/ counseling:

- a. The consultant shall provide 96 SGBV survivors with individual psychosocial support/ counseling (The target is to be divided equally between Alexandria, Damietta and Cairo).
- b. Professional psychiatrists and counselors are expected to hold 6 to 8 individual sessions with each SGBV survivor and in accordance with his/ her needs ; where the session duration ranges from 45 to 60 minutes with the provision of an average of 30 hours per week, which reveals 120 hours/ month; with maximum 8 session per day for each psychologist.
- c. The consultant shall provide pre and post surveys measuring change in survivors' wellbeing. Pre and post surveys should be approved by CARE before conducting individual counseling.
- d. Generate monthly reports and case studies. Reports must include updates and progress on each individual case handled by the consultant. Reports must include individual results of pre and post surveys conducted, measuring the change in survivors' psychosocial wellbeing.
- e. Documenting the psychosocial session progress, including client history, therapeutic objectives and interventions, through a preset file system by either the consultant with CARE.
- f. Schedule appointments with survivors upon referrals received from Case Management Supervisors and follow attendance of assigned cases.
- g. The capacity to request the psychologist to attend psychological sessions outside of their premises. EX: at CARE's or friendly spaces or home visits for extremely vulnerable cases which is determined by the case manager.

Duties and Responsibilities

1. Meet with the project's team to discuss and agree on the content of the sessions and refine the work plan for the execution of the assignment.
2. Design and implement of psychosocial informative sessions with a focus on SGBV to reach 200 beneficiaries (the target is to be divided between Alexandria and Damietta "40 Women, 20 men and 40 girls" and Cairo "40 Women, 20 Men and 80 Girls) Through 10-12 awareness sessions conducted in with 15:2 participants.
3. Identify cases, based on set criteria, from participants in the informative sessions or individual counseling in need of psychosocial support in a group setting.
4. Form 4 groups of 15 participants each with similar needs to participate in psychosocial support in a group setting.
5. Generate monthly reports and case studies on informative sessions, group therapy and individual sessions. Reports must include results of pre and post surveys to highlight progress.
6. Document successes and lessons learned.
7. Highlight successful implementation tools that have been used and proved impactful for further scale up.

8. Attend a monthly meeting with CARE Case Management Supervisors , Project Manager and M&E unit.
9. Respect and ensure the confidentiality of all beneficiaries, and maintain a non-discriminatory attitude at all times regardless of ethnicity, religious beliefs, sexual orientation, and political affiliation. As well as code of conduct and professional therapeutic relations.

IMPORTANT NOTE:

The consultant can submit a proposal:-

- For all gov. (Damietta, Alexandria and Cairo), or only Cairo gov. or Alex and Damietta gov.
- For the three deliverables (informative sessions, psychosocial groups, and individual counseling), or only one or two of them.

CARE reserves the right to split the assignment (based on Deliverables and / or gov. on more than one consultant.

Coordination and Reporting:

The Consultant will report on progress to the Initiative Manager; who may delegate to the field supervisor . CARE shall within 7 working days of receipt notify the Consultant of its decision concerning the documents or reports received, giving reasons should s/he reject the reports or documents, or request amendments.

Consultant’s Qualifications:

Knowledge and Expertise in the area of Counseling, psychological support and gender:

- Extensive knowledge and experience in the area of counseling, psychological support and support groups.
- Extensive knowledge of gender issues and SGBV.
- Demonstrated experience in counseling and consultation on issues related to SGBV including sexual abuse.
- Extensive Knowledge and experience in providing SGBV and psychosocial awareness sessions.
- Demonstrated experience in working with refugees.
- Demonstrated experience in dealing with different cultures and backgrounds.

Training and Education:

- Experience in designing and delivering training and awareness sessions to different groups
- Experience in implementing awareness sessions employing adult education tools and techniques
- Capacity to use different educational tools employing case studies, role playing, audio/visuals, presentations, discussions and facilitating groups.



- Ability to lead discussions and arguments around sensitive and controversial topics.

Specific Tasks, Outputs and Time Frame

Tasks	Outputs	No. Days/ Time Frame
Psychosocial informative sessions	<ul style="list-style-type: none"> - psychosocial approach to reach in total 200 beneficiaries (the target is to be divided between Alexandria and Damietta “40 Women, 20 men and 40 girls” and Cairo “40 Women, 20 Men and 80 Girls) Through 10-12 awareness sessions conducted in with 15:20 participants. - Reports submitted with pre and post survey results 	Mid Jan. till Mid March 2022
Psychosocial support groups	<ul style="list-style-type: none"> - 4 groups formed - 60 participants. Each with 15 participants (6:8 sessions per group) - Reports submitted with pre and post survey results 	Mid Jan. 2022 to end of April 2022
Individual psychosocial support/ counseling	<ul style="list-style-type: none"> - 96 SGBV survivors provided with individual psychosocial support sessions (6-8 sessions per individual) - Monthly reports submitted with progress on each case - Final report per each case after finishing the needed PSS sessions. 	25 July 2022

Execution of Assignment:

Psychosocial informative sessions : from Mid Jan. 2022 to Mid March 2022

Psychosocial support groups: from mid Jan. 2022 to end of April 2022

Individual psychosocial support/ counseling: from mid Jan. 2022 to 25 July 2022



Conditions of Implementation:

Interested applicants should submit the following documents in their offers:

1. **Technical Proposal.**
 - i. A brief statement in understanding of the assignment, and general approach to it.
 - ii. A brief description of the methodology proposed to be use in the assignment, including techniques and tools,
 - iii. A capabilities statement of the consultant organization and/or brief description of relevant (similar) consultancies that would qualify for this assignment. This statement should be included as a separate annex, in addition to the five-page proposal.
 - iv. Consultant CV; It should indicate a complete list of deliverables and a proposed time-frame.

2. **Financial Proposal:**

The financial proposal should include the below breakdown of the cost elements to assist in determining the rationale of the given rates.

Note: CARE will withhold applicable taxes and deposit the funds with the applicable for tax authorities under this agreement

Consultant Professional Service Fees- may be subject to taxation

Psychosocial informative sessions : from Mid Jan. 2022 to Mid March 2022

Description	Gross Daily Rate in EGP	Number Days	Amount
Psychosocial informative sessions fees			
Psychosocial informative sessions Material preparations fees			
Psychosocial informative sessions Reporting			
Travel expenses (transportation ..etc.)			
Zoom costs (for online sessions)			

Psychosocial support groups: from mid Jan. 2022 to end of April 2022

25 Asmaa Fahmy Street - Fifth Floor (Plot No. 1 - Square Y) Qesm 1st Nasser City, Cairo, Egypt



Description	Gross Daily Rate in EGP	Number Days	Amount
Psychosocial support groups fees			
Psychosocial support groups Reporting per group			
Travel expenses (transportation ..etc.)			
Zoom costs (for online sessions)			

Individual psychosocial support/ counseling: from mid Jan. 2022 to 25 July 2022

	Cairo Gross daily rate	Alex Gross daily rate	Damietta Gross daily rate
Communication per month			
Zoom costs (for online sessions)			
Transportation per month			
Reporting quarter			
Session fees			
Final Reporting fees per case (at the end of the sessions)			

Any other expenses rather than the fess, will be paid against receipts (travel expenses, zoom costs, transportation...etc.).

The evaluation will be based on the following criteria according to the submitted documents:

<u>Evaluation type</u>	<u>Percentage</u>
Qualifications	10%
Service proposed (Methodology of work and expected results)	30%
Experience (CV/ profile should be included)	9%
Previous experience with CARE	1%
Timeframe & commitment	10%
Financial Evaluation	40%

P.S. applications rated less than 40% in the technical evaluation will be excluded.

Deadline for sending the technical and financial proposal is (9 Jan. 2022) prior 5 pm), Financial proposal should include Taxes). , to be submitted in one closed envelop which contains two closed envelopes (one financial and one technical) to CARE Egypt office located in 25 Asmaa Fahmy street , writing on the envelope: the Safety, Empowerment and Protection for Syrian and non-Syrian Refugees and Host Communities in Egypt project , Psychosocial awareness sessions, psychosocial groups and individual counseling for Refugees – call for proposal.

* Any proposals received after the deadline mentioned, will not be considered. Thus, please ensure that the proposal should be submitted on time. Please accept our apology for not giving any exceptions or accepting any justification for late receive...

Please feel free to contact us via email Nermin.Mohamed@cef-eg.org, for any further details or inquiry via email prior **05 Jan. 2022 (2 pm)**

Note: please ensure to mention the validity of the proposal, to enable us to use the proposal for any other similar projects in 2022...



Proposals will be assessed against weighted criteria that include understanding of the task; proposed methodology; previous experience and value for money.

CARE Egypt will respond to applicants with its decision within 5-7 working days from the proposal deadline.

CARE keeps all rights to accept or refuse any offer received without giving reasons.

Technical and financial offer will be discussed upon being shortlisted; to finalize the selection process.

Payment Schedule:

All payments (done within 20 working days from invoice submission and being approved by CARE) and linked to deliverables and timeline.

No payment in advance will be approved...