

**Protection for Syrian and non-Syrian  
Refugees in Alexandria and Cairo,  
Egypt**

**Terms of Reference**

**Baseline Study**



**CARE Egypt Foundation**

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Care Egypt Foundation for Development is a civil institution registered in the Central Administration of Associations at the Ministry of Social Solidarity with the number “833 for the year 2018” and its address is 5 Asmaa Fahmy Street - Fifth Floor ( Plot No. 1 - Square Y ) Qesm 1st Nasser City, Cairo, Egypt, and that the institution is subject to the provisions of the law regulating the practice of civil work No. 149 of 2019.

CARE Egypt Foundation for Development is building on the legacy and expertise of CARE International in Egypt since 1954, by designing, implementing and managing development programs and projects aimed at helping the neediest communities in Egypt, by building strategic partnerships with the government sector, the private sector and the private sector, to help in Meeting the basic needs and improving the quality and standard of life in a sustainable manner and consistent with the culture, reality and the local and national context.

The Foundation focuses its interventions and designs its programs in the areas of economic and social empowerment of Egyptian women, developing and improving the educational environment, supporting the agricultural sector, especially small farmers, improving government performance and supporting confidence-building processes among development partners through the application of tools and methodologies for governance and social accountability, through investing energies and ideas And adopt initiatives that are in line with the development and improvement of the economic and living conditions of these communities to deal with addressing the root causes of poverty.

The Foundation is also committed to strengthening the role of the local civil society by including it as a partner in all the Foundation's projects in a manner that ensures building its capabilities and enabling it to play the developmental role required in the government's sectoral and geographical development plans and programs.

The Foundation works on extracting the most important international experiences in all areas of development, and presenting them in the local and national contexts, in addition to working to shed light and disseminate local experiences at the global level, in order to benefit from global experiences and present Egyptian development models to interested and actors at the global level.

## **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

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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).

### **Project Brief:**

Sexual and gender based violence (SGBV) is often exacerbated during humanitarian crises when the stability of the society is disrupted and the population is most vulnerable. Refugees are at an even greater risk as they lack the protection of their government and may have limited rights in their host countries. Sexual harassment is a pervasive problem in Egypt, which is currently affecting the more disadvantaged Syrian, African population. During the past years, Refugees women have reported instances of sexual harassment and physical violence in public spaces. In addition to other SGBV concerns such as domestic violence, early marriage, and exploitation of single and female headed households.

As of August 2017, 1,216 Syrian SGBV survivors were reported to UNHCR through the 3RP. Domestic violence (intimate partner violence IPV) remains the most frequent form of SGBV, along with forced and child marriage for Syrian refugees. For Africans and Iraqis, the most types of SGBV that they are subjected to are rape and sexual assault, as per CARE's case management system. The prevention and response strategy has been taken into account in this project's design.

Since 2013, CARE International in Egypt has been implementing a holistic approach to address the problem of sexual and gender based violence among refugees. Through a combination of rights-based, survivor-centred, and community development approaches, CARE continues to raise awareness on the issue, enhance protection for individuals at risk, and support survivors who have faced various types of violence, exploitation, and abuse.

The Safety, Empowerment and Protection for Syrian and non-Syrian Refugees and Host Communities in Egypt is a 2 years project funded by CAREUS from August 1, 2021 through July 30, 2023. Areas of implementation are Greater Cairo, Alexandria, and Damietta.

The project primarily targets Syrian and Sub-Saharan women and children living in Greater Cairo and Alexandria, who are most susceptible to and affected by SGBV. It is estimated that approximately 65% of beneficiaries will be Syrian refugees and 35% will be refugees from Iraq or African countries. The project additionally aims to engage men and boys in its various activities. In order to transform gender inequalities that social, cultural, economic and political systems perpetuate. Following CARE's Gender Framework which encompasses agency, relations and structure and in order to create real sustained change, both men and women must be engaged in a synchronized way to ensure that work complements and reinforces the positive changes aimed for.

Project Goal: A safe and dignified life for Syrian and non-Syrian refugee and vulnerable host community women, children and youth living in Greater Cairo and Delta/Alexandria

### Year 1

Objective 1: Strengthen SGBV knowledge, prevention, support and survivor services for refugees and vulnerable host community members, especially for women and girls, creating an enabling environment to end VAWC

Objective 2: Empower children and youth within refugee and vulnerable host communities, and strengthen child protection, education, and positive parenting

### Year 2

Objective 1: Strengthen SGBV knowledge, support and survivor services for refugees and vulnerable host community members, especially for women and girls, and create an enabling environment to end VAWC

Objective 2: Empower children and youth within refugee and vulnerable host communities, and strengthen child protection, education, and positive parenting.

### Target beneficiaries:

Table 1: Beneficiary targets								
Governorate	Municipality	GPS coordinates	# of HHs	# of PPL	Below 17		18-59	
					F	M	F	M
Alexandria	Agamy	31.09945, 29.76658	1939	7,758	2,401	2,125	2,679	553
	Montazah	31.29508, 30.01458						
Greater Cairo	Heliopolis	30.10983, 30.01322	1939	7,758	2,401	2,125	2,679	553
	Giza	30.01322, 30.17979						
	Qalyoubia	30.17979, 31.45421, 31.6664						
Damietta	New Damietta	31.45421, 31.6664	223	892	216	156	496	24
	Ras El-bar	31.50378, 31.82769						
<b>Total</b>			<b>4101</b>	<b>16,408</b>	<b>5,018</b>	<b>4,406</b>	<b>5,854</b>	<b>1130</b>

### **Objective of the Assignment:**

CARE Egypt is seeking the services of a professional consultant in the field of monitoring and evaluation for an assignment with the objective of conducting a baseline study for the project. This study will act as a guiding document to all M&E activities for the rest of the project and will be a reference document as to which any further analyses will be compared.

### **Main Objectives of the baseline:**

- Assess the internal and external factors that may affect the project.
- To generate recommendations to be used while implementing the activities of the project
- To measure the baseline values of the indicators placed for the project's overall objective and the below mentioned outcomes.

### **Scope of work:**

Below is the list of indicators intended to be measured by the baseline study (all disaggregated by gender, nationality, age, location and disability if existed). Additionally, the baseline study will aim to answer the following questions under each objective/ outcome/ indicator:

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**Overall Objective: Refugees and vulnerable host community members, especially women and children, have improved protection in Greater Cairo, Alexandria and Damietta.**

***Objective 1 [GBV]: Strengthen SGBV knowledge, support and survivor services and create an enabling environment to end SGBV***

Ind0: % of beneficiaries who report an improved sense of safety and well-being at the end of the program, disaggregated by age and gender

- What is the percentage of women and children (especially girls), reporting feeling safe in their homes and community?
- To what extent do the women and children specially girls feels comfortable, happy and have good health in their community and home?
- What are the factors contributing to their sense of safety? What are the factors compromising their sense of safety?
- What are the main protection concerns faced by women and children, in their homes and the community at large?
- What forms of SGBV are beneficiaries subjected to?

**Outcome 1: Women and girls gained knowledge and awareness on their rights and available services for SGBV**

**Ind 1.1 % of beneficiaries, (disaggregated by nationality and gender) that recall key messages for awareness-raising sessions on early marriage, legal aspects and health matters**

- What is the beneficiaries' knowledge towards SGBV, protection SRH, legal and psychological topics?
- What is the beneficiaries' awareness of available services provided to SGBV survivors and abuse victims?
- What is the beneficiaries' awareness of their rights and on Egypt's personal status law in relation to their status as refugees; psychosocial support services provided to refugees?

**Outcome 2: Values, beliefs, attitudes, behaviors and practices of individuals, communities and institutions shift to recognize violence against women and children (VAWC) as unacceptable**

**Ind2.1 % of parents who have adopted positive parenting tools**

- What are perception of parenting methods?
- What is the best way to bring up a child?
- What are the current attitudes of beneficiaries towards negative parenting?
- What parenting methods do beneficiaries perceive as acceptable?
- What parenting methods do beneficiaries perceive as unacceptable?

**RI 2.3 % of beneficiaries (disaggregated by sex, age and nationality) who acknowledge all forms of VAWC as unacceptable**

- What is the distinction beneficiaries make between violence against children and disciplining?
- What are the types of violence that women and children exposed to?
- What is the beneficiaries' attitude towards parenting and violence against children?
- What is the beneficiaries' awareness of the consequences of violence against children?
- What is the beneficiaries' attitude towards VAW?

**Outcome 4: Women from refugee and host communities are economically and socially empowered.**

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**Ind 4.1 % of women who (report they) are able to equally participate in household financial decision-making (CARE global indicator)**

- To what extent are the women participate in the household financial decisions?
- What are the beneficiaries attitudes towards women participation in financial decisions?
- How power relations in households impacts women participation in financial decision making?

***Objective 2 [child protection]: Empower children and youth within refugee and vulnerable host communities, and strengthen child protection, education and positive parenting***

**Outcome 5:** Community schools, learning hubs and youth centers promote and recognize gender equality, child protection and respect for all and respond to the COVID-19 context.

**Ind 5.1 % of adolescents who have indicated a gain in at least 3 skills of the LSCE program**

- What is adolescents' awareness of their skills for learning?
- What is adolescents' awareness of personal empowerment?
- What is adolescents' awareness of skills for active citizenship?
- What skills adolescents need to improve/gain?

**Ind 5.2 % of students (disaggregated by nationality and gender) who report increased satisfaction with their schools' learning environment**

- What is the students' level of satisfaction with current teaching methods? What are the activities conducted by teachers in the classrooms?
- What is the students' level of satisfaction with social workers in schools? How do they perceive the social worker's role?
- What is the students' level of satisfaction with the state of their schools' infrastructure?
- What methods of discipline are used by teachers and social workers in target schools?
- What are the current mechanisms used in target schools for child protection?
- What are the main child protection concerns/ risks faced by children in their schools?

**Ind 5.6 % of teachers with increased knowledge in training topics**

- What is teachers' attitude towards gender equity?
- What is teachers' awareness of differences between sex and gender?
- What is teachers' attitude towards roles towards gender roles?
- How do teachers treat girls and boys differently?
- How do teachers deal with children who suffered from traumas and losses?
- What is teachers' attitude towards children who suffered from traumas and losses?

**Methodology:**

The consultant will be requested to use a mixed-methods approach in addressing aforementioned questions. Additionally, research tools will be designed and selected with the project team. All questions will reflect indicators in the project's M&E system. These indicators, which all have proposed tools and means of verification for measurement are gender sensitive and disaggregated by gender, nationality, age and location.

Upon starting the assignment, the Consultant will receive all M&E documents to the project (logical framework, M&E plan, etc.), as well as the project description document.

**Deliverables:**

- Meet with the project's Manager, and the monitoring and evaluation officer to further discuss

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and agree on the methodology and approach proposed by the evaluator in his/her proposal, collect needed information on the project, and set a time plan including milestones and reporting management with the consultant.

- Review the project's documents including the proposal and the logical framework;
- Implement thorough desk review and combine analytically all the gathered information, and submit a work plan.
- Develop data collection tools. Tools will be reviewed and must be approved by CARE before fieldwork.
- Provide and train a team of enumerators on the implementation of the tools.
- Plan and coordinate field visits with the assistance of the project team for applying the tools and meeting with relevant recipients
- Inception Report: The inception report will be delivered to CARE after the initial meeting and desk review have taken place. The report should include the objectives of the evaluation, a detailed plan of how the evaluation will be carried out describing research methodology, qualitative and quantitative survey, proposed guiding questions for semi-structured interviews, focus group discussion or other approaches, and proposing the draft data collection questionnaires. The inception report should also provide a clear matrix of roles and responsibilities indicating the persons involved in the evaluation and their roles, the key internal and external stakeholders to be involved, a detailed work plan and timeline including the number of days and persons involved. It should also summarize the preliminary findings and any preliminary hypotheses resulting from the desk review and explain the process for obtaining the participants' consent and any necessary government permissions. A detailed work plan and data quality assessment should be annexed to the report. The main text of the inception report should not exceed 10 pages. The inception report should be delivered in English. Suggested tools must be delivered in both Arabic and English
- Analyze results of the research
- Draft the baseline study and submit an initial draft
- Incorporate comments, new information, clarifications and additional inputs received upon agreeing to feedback
- Submit a complete final draft to CARE in addition to a short guidance note on how to use the data collection tools, and design a PPT that summarizes the whole process and results as well as conduct the presentation to CARE Egypt staff.
- Final deliverable must be in delivered in English. Executive summary must be delivered in both languages; Arabic and English.
- All original datasets/ raw data and questionnaires used must be handed to CARE by the end of the assignment. For any use of the produced materials/reports/documents, other than for the purpose of the project and CARE, the consultant must receive a formal approval from CARE in writing.

### **Consultant's Qualifications:**

#### **Technical Requirements**

- Strong knowledge of VSLAs, SGBV, child protection, the education sector, and monitoring and evaluation tools.
- Master's Degree (or equivalent experience) in international development field and/or research fields
- Working experience with international organizations
- Demonstrated writing and oral communication skills

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- Ability to establish priorities in a time-sensitive environment, and meet deadlines with strong attention to detail and quality
  - Specific expertise in research and monitoring and evaluation in Egypt

### **Competencies Required**

#### *1. Situation Awareness*

- Be familiar with existing relevant sectoral programming in the country and/or region
- Be aware of context, humanitarian situation and cultural practices in target communities

#### *2. Design and Writing*

- Work collaboratively within tight time constraints
- Identify information gaps blocking the completion of the research and secure the necessary information to complete.

#### *3. Key Internal Contacts*

- Women's Rights and Education Program Teams.

#### *4. Reporting lines*

- Reports to Initiative Manager.

### **Core Competencies**

- People Skills: Ability to work independently and as a team player who demonstrates leadership skills.
- Communication Skills: Well developed written and oral communication skills. Able to communicate clearly and sensitively with internal and external stakeholders as a representative of CARE. This includes effective negotiation and representation skills.
- Integrity: Works with trustworthiness and integrity and has a clear commitment to CARE's core values and humanitarian principles.
- Resilience/Adaptability and flexibility: Ability to operate effectively under extreme circumstances including stress, high security risks and harsh living conditions. Works and lives with a flexible, adaptable and resilient manner.
- Awareness and sensitivity of self and others: Demonstrates awareness and sensitivity to gender and diversity. Have experience and the ability to live and work in diverse cultural contexts in a culturally appropriate manner. Has a capacity to make accurate self-assessment particularly in high stress and high security contexts.
- Work style: Is well planned and organized even within a fluid working environment and has a capacity for initiative and decision making with competent analytical and problem solving skills.
- Knowledge and skills: knowledge of CARE policies and procedures, Sphere and the Red Cross/ NGO Code of Conduct. Requires general finance, administration, information management and telecommunication skills and proficiency in information technology/ computer skills.

### **Consultancy Level of Effort**

A total up to **30** working days is foreseen for this assignment including preparation and reports.

### **Execution of Assignment:**

Consultancy start and end date: starting as soon as possible and finishing one month after

### **Coordination and Reporting:**

The consultant will report to the Project field supervisor whom may delegate the MEAL Officer to supervise part of the assignment, and shall within 7 working days of receipt notify the consultant of their decision concerning the documents or reports received, giving reasons should s/he reject the reports or documents, or request amendments.



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### **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 and his/her team CV
  - v. It should indicate a complete list of deliverables and a proposed time-frame.
  - vi. Sample of related assignment.
2. Financial Proposal: The financial proposal should be in lump sum but attach a breakdown of the cost elements to assist in determining the rationale of the given rates. CARE will withhold applicable taxes and deposit the funds with the applicable for tax authorities under this agreement
3. Note: The consultant should propose two detailed financial scenarios to conduct the data collection online and/or offline.

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

<b><u>Evaluation type</u></b>	<b><u>Percentage</u></b>
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.*

Please feel free to contact us via email Please feel free to contact us via email (nermin.mohamed@cef-eg.org) for any further details or inquiry prior Feb. 01, 2022 mid-day.

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Proposals will be assessed against weighted criteria that include understanding of the task; proposed methodology; submitted documents as per the above requested documents in the technical proposal, previous experience and value for money.

CARE Egypt will respond to applicants with its decision within 1-3 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 selection.

**Deadline for sending the technical and financial proposal is Feb. 02, 2022 end of day, Financial proposal should include Taxes**, to be sent to CARE Egypt Foundation – via CARE website (ONLY) (<https://care.org.eg/consultancy/>),

\* Any proposals not submitted via the website, will not be considered. Please accept our apology for not giving any exceptions or accepting any justification.

**Payment Schedule:**

All payments (done within 20 working days from invoice submission) and linked with deliverables.

No down payment (advance) can be provided / accepted by CARE.

- First payment: 20% from the consultancy fees total value upon receiving and approving Methodology and Tools by CARE.
- Second payment: 30 %from the consultancy fees total value upon completing the Data Gathering/collection and being approved by CARE+ travel expenses.
- Third payment: 30% the consultancy fees total value upon submitting a draft report and being approved by CARE.
- Final payment: 20% the consultancy fees total value upon receiving and approving the final report by CARE.