

**Prevention and Response to Sexual and Gender-Based
Violence for Refugees, Asylum Seekers and Host
Communities in Egypt**

Terms of Reference

**Legal Awareness sessions for Refugees
Greater Cairo, Alexandria, and the North Coast
2022**

CARE Egypt Foundation (CEF):

Care Misr 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 25 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 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).

Prevention and Response to Sexual and Gender-Based Violence for Refugees, Asylum Seekers and Host Communities in Egypt Project

For 2022, the project objective is to reduce GBV amongst refugee communities in Greater Cairo, Alexandria and the North Coast, while enhancing the community-based approaches. This will be achieved through the following strategy: this project will address Gender Based Violence protection issues facing the targeted population through social-cultural and economic empowerment interventions.

Through this project, CARE Egypt Foundation (CEF) will address the gap in GBV prevention and response, including providing a range of innovate approaches that both support the immediate needs of survivors as well as supporting longer-term changes through empowering women and engaging men to shift harmful gender norms. CEF proposes a one-year project that aims to create an enabling environment to change harmful gender norms, reducing SGBV, build the capacities of potential active participants to

have a pool of actors and volunteers to enhance community-based protection approaches and to foster resources mobilization. The proposed project is anticipated to achieve the following results:

1. Women, Girls, Men & Boys, are empowered to tackle GBV through gained knowledge and awareness on their rights and available services for SGB
1. Values, beliefs, attitudes, behaviors and practices shift to recognize Violence Against Women and Girls (VAWG) as unacceptable.
2. Response Services & Case Management.

Objective of the Assignment:

The objective of this assignment is to deliver Legal awareness sessions to refugees to provide attendees with basic information on their rights, specifically focus on legal procedures regarding issuing legalized marriage licenses, divorce certificates, and birth certificates, as well as the legislation on sexual harassment, and legislation and reporting around cyber violence. Moreover, early marriage will be tackled from a legal perspective, especially in sessions that include male participants, as from CARE's experience, it appears that fathers are often the ones who force their daughters into this harmful traditional practice. After every session, pre- and post- evaluation surveys will be conducted, in order to evaluate whether attendees have gained knowledge on refugees' legal rights, legal criminalization of early marriage, custody, and types of GBV. Sessions will be additionally followed by individual legal consultations to support survivors of GBV on a case-by-case basis.

Expected flexibility and availability to finish all sessions before the end of the task in December 2022. Consultants are expected to work in Cairo, Alexandria and some extensions in North Coast if needed in certain areas that will be defined.

Scope of Work and Deliverables:

The consultant's main deliverables are:

- a. The consultant shall provide 27 Legal awareness sessions 21 in Cairo & 6 in Alex to reach in total 816 beneficiaries(30 refugee per session) from refugees and asylum seekers Women and men in greater Cairo, Alexandria, and the North Coast.
- b. The consultant shall provide a material with the content of the legal awareness sessions. Content must be appropriate for women and men it should be discussed with the project's team and 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.
- d. Provide a mid-year and end-year report for 2-times (early June and early November 2022) documenting the process and result of the action. Reports must include individual and collective

results of pre and post surveys conducted measuring the change in attendees' knowledge towards SRH and medical consequences of FGM and child marriage.

- e. Kindly note that due to unstable COVID -19 pandemic situation, workshops might be fully or partially online if there is need.

Duties and Responsibilities

1-Meeting with the project team to discuss and agree on the content of the sessions and refine the work plan for the execution of the assignment.

2-Develop and conduct Legal awareness sessions raising knowledge towards their legal rights, legal procedures in the host country and legal consequences of sexual harassment, early marriage and FGM.

3- Generate detailed reports on a bi-annual basis for sessions conducted by the consultant.

4-Respect and ensure the privacy of all beneficiaries, and maintain a non-discriminatory attitude at all times regardless of ethnicity, religious beliefs, sexual orientation, and political affiliation.

5-Document successes and lessons learned as needed to be shared with the project team.

IMPORTANT NOTES:

-Final deliverable must be in Arabic.

-The consultant submits a detailed technical and financial proposal for Alexandria and north coast and Cairo online and offline.

Consultant's Qualifications:

Knowledge and Expertise in the area of self-defense consultation:

- A Minimum of a University Level Degree on law and Advanced knowledge and experience in the area of legal assistance for SGBV survivors, Development studies. An advanced degree will be an added advantage
- Extensive knowledge and experience in the area of legal awareness sessions and Rights.
- Extensive Knowledge and experience in providing legal awareness sessions.
- Demonstrated experience in working with refugees.
- Demonstrated experience in dealing with different cultures and backgrounds.

- Demonstrated Knowledge and experience in gender issues and particularly SGBV.

Consultancy Level of Effort

A total of (27) working days is foreseen for this assignment including preparation and reports.

Specific Tasks, Outputs and Time Frame

Tasks	Outputs	No. Days/ Time Frame
Legal awareness sessions	-27 Legal awareness sessions to reach in total 816 beneficiaries Women and men in 21 sessions in greater Cairo, 6 sessions in Alexandria, and the North Coast (Masra Matrouh, Mansoura, Damietta and Delta region) Based up on 30 attendees per session - Reporting twice on bi-annual basis.	27 day / March 2022 to December 2022

Execution of Assignment:

Consultancy start and end date: From March 2022 to December 2022.

IMPORTANT NOTE:

The consultant can submit a proposal :-

- For all gov. :-Alexandria and north coast (Masra Matrouh, Mansoura, Damietta and Delta region) and Cairo, or
- only Cairo gov. or Alexandria and north coast (Masra Matrouh, Mansoura, Damietta and Delta region).

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.

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, It should indicate a complete list of deliverables and a proposed time-frame.
 - 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;

2. Financial Proposal:
The financial proposal should include taxes , and 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

Description	Gross Daily Rate in EGP	Number Days	Amount
Sessions fees			
Sessions preparations fees			
sessions Reporting			
Pre and post			
Travel expenses in case of offline sessions (transportation ..etc.)			
Zoom costs (for online 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 (22 March. 2022) prior 7 pm), Financial proposal should include Taxes), , to be sent to CARE via CARE Website below link.
[Consultancy – CARE Egypt](#)

* 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 20 March . 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...