

Terms of Reference

Technical Review and Development of Global Toolkit for Women and Girls Safe Spaces in Emergencies 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.

Background:

Gender equality is the central organizing principle of CARE's Vision 2030 and the heart of CARE's programmatic and organizational ambitions and targets. Vision 2030 uses CARE's Gender Equality Framework, which posits that gender equality can only be achieved through mutually enforcing efforts – by working on **building the agency** of women and girls experiencing discrimination or marginalization, changing unequal power **relations**, and **transforming structures** that prevent women and girls from fully realizing their rights or pursuing opportunities and resources. Recognizing where CARE can add most value and work with others to contribute to transformative social change, we will focus on the rights of women, adolescent girls and marginalized groups in three areas critical to achieving gender equality: eliminating gender-based violence (GBV), increasing women's and girls' voice and leadership, and equal access to quality education. Vision 2030 also mandates that GBV prevention and response are to be integrated within all six impact areas: Right to Health, Economic Justice, Climate Justice, Food Water and Nutrition Security, Humanitarian Action and Gender Equality. CARE's approach to addressing GBV in Emergencies (GBViE) is defined in a recently developed Guidance Note that is aligned with CARE Vision 2030. As CARE works to improve and expand its overall GBViE capacity and knowledge, the agency aims to develop a strong programmatic approach based on effective strategies, and scale-up quality programming through the development/roll-out of operational manuals and toolkits that are in line with international standards. This operational on establishing and maintaining Women and Girls Safe Spaces (WGSS) will ensure more consistent and better standards of GBViE programming, as well as help the agency avoid reinventing the wheel or re-creating information that already exists. The application of women and girls' safe spaces (WGSS) in humanitarian crises as per standard guidance, will allow CARE to research rigorous evidence of the impact and effectiveness of this programming approach in participants' lives in the future.

The establishment of Women and Girls Safe Spaces (WGSS) is one of the key programming interventions as part of CARE's GBViE programmatic approach, and the most widely implemented GBV prevention and response programming interventions in humanitarian contexts providing spaces for women and girls to promote healing, well-being and empowerment. They are also strengthened as a vital entry point for women and girls to report protection concerns and voice their needs and seek physical and emotional safety; access to multi-sectoral GBV response services; opportunity for women and girls to re-build social networks for mutual support and collective action in their community; psychosocial support; and targeted knowledge and skill-building.

A Draft Toolkit for WGSS has been produced by CARE Egypt Foundation. This manual has undergone a round of review and requires further editing and alignment with the Inter-agency Minimum Standards for GBV in Emergencies Programming for WGSS, as well as to make

relevant to more diverse humanitarian contexts calling for mobile and static WGSS in order for it to be launched as a global CARE tool.

Objectives: Edit, align and produce a final Toolkit to establish and maintain WGSS in alignment with the Inter-agency Minimum Standards for GBV in Emergencies Programming for WGSS, and addressing comments on the first exiting draft.

Deliverables:

- A well-structured toolkit, with hyperlinks, laid out, complete content in simple English that is easy to use and understand and ready for publishing. This should include a summary and a guide/visual chart highlighting steps and key actions. This should be a reference document that is accessible to CARE staff and partners who want to implement WGSS interventions. A draft of the technical content is developed but requires further technical review and editing. Interviews/Meetings with staff from CARE country offices may be required to facilitate the update of the current draft.

Key characteristics of document:

- Simple language (easily translated)
- Aligned around CARE's Gender Equality Framework / GBViE Guidance Note / IASC Guidelines and Minimum Standards for WGSS
- Practical and easy to use for frontline responders

Timing and Compensation:

The consultancy should be ready to begin May 15th and continue until June 20th .`

WGSS Toolkit First Draft due by May 28th, 2022; Final Draft due June 20th, 2022.

Payment Schedule:

All payments (done within 20 working days from invoice submission and being approved by CARE)

- First installment will be paid upon completion of the first draft of the WGSS Toolkit (based on the working days/level of effort).
 - Second payment will be paid upon approval of the final draft of the WGSS Toolkit. (based on the working days/level of effort).
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Qualifications / experience

- Advanced university degree in social sciences, health, humanities, or related field—or equivalent hands-on experience.
- 8-10 years relevant professional work experience at national and international levels, with a focus on violence against women prevention and response, including case management and social norms change. Additional experience in emergency settings, gender equality programming, child protection, education, and economic programming, a plus.
- Additional technical expertise with reviewing and developing tools and resources for field programs and staff who are implementing programs on the ground.
- Proven research and analytical skills, including demonstrated expertise in the development of technical papers and reports that contain easy-to-understand programmatic guidance or recommendations related to violence against women and children.
- Excellent editor of English guidance, manuals or related curricula / learning type documents
- Strong technical understanding of CARE’s gender equality framework and of its knowledge management platforms
- Attention to detail and able to complete a project and produce a final document

Coordination and Reporting:

The Consultant will report on progress to the Project Manager and CARE **Global Coordinator for Gender-Based Violence in Emergencies**; who 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 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
Daily fees			

Deadline for sending the technical and financial proposal is (10 May 2022) prior 5 pm), Financial proposal should include Taxes). , to be submitted via <https://care.org.eg/consultancy/>

Please note that the only way to consider any application is by following the application process in the announcement.. Any other applications via email, Facebook, LinkedIn. won't be considered

* 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 9 May 2022 (2 pm)

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 2-3 working days from the proposal deadline.

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