**ToR Proposal Writing Training Consultant**

**Strengthening Women’s Rights Movements on the Women, Peace and Security Agenda**

**SWoMo WPS Project**

**Background:**

CARE Egypt Foundation for Development (CEF) is a non-governmental organization registered by the Central Administration of Associations and the Federations of the Ministry of Social Solidarity under number “833 / 2018”. CEF is located in 25 Asmaa Fahmy Street - Fifth Floor (Plot No. 1 - Square Y) Qesm 1st Nasser City, Cairo, Egypt. The organization is subject to the provisions of the law governing the work of the Non-governmental Organizations (NGOs) No. 149 of 2019.

CARE Egypt Foundation for Development (CEF) is capitalizing and building on the legacy, expertise of CARE International in Egypt since 1954. CEF is designing, implementing and managing development programs and projects that aim towards improving living conditions and quality of life by responding to and addressing the main root causes of poverty, the highest needs of the poor and marginalized groups in Egypt in a sustainable manner that is consistent with the culture, reality and local and national contexts.

Information about SWoMo WPS Project:

The strengthening Women’s Rights Movements on the Women, Peace, and Security Agenda in three fragile contexts project in Egypt, Iraq and South Sudan is a 3-year BMZ-funded (through CARE D) project running from July 2022 through June 2025. This project supports women’s rights organizations to work with marginalized communities on women’s rights and gender equality in their respective countries as part of wider women’s rights movements, including on UNSCR 1325 and the Women, Peace, and Security (WPS) agenda. This project understands women’ s rights movements to consist of women’s rights organizations (WROs) and marginalized groups of women and girls. The project will work with WROs both as implementing partners (Projekträger, or PT) and as Target Groups (Zielgruppen, or ZG). The term “project WROs” will be used to refer to both PT- and ZG-WROs. In Egypt, the project will directly target 12 WROs (2 PT-WROs, 10 ZG-WROs), 52 WRO staff, representatives and volunteers, 500 women and girls from excluded groups, and 30 decision-makers (5 national-level, 25 governorate level). Indirectly, the project will aim to reach 5,000 people in Egypt, 65% women and girls, and 35% men and boys. The project will work in Cairo, Giza, Qalioubia, Assuit, and Sohag.

In Egypt, CEF will work with two implementing partners (Projektträger, or PT) WROs: Centre for Egyptian Women Legal Assistance (CEWLA) and Appropriate Communication Techniques for Development Center (ACT). In Iraq, CARE Iraq will work with three PT-WROs: Women Empowerment Organization (WEO), Better World Organization (BWO), and Baghdad Women Association (BWA). In South Sudan, CARE South Sudan will work with three PT-WROs: Young Women Christian Association of South Sudan (YWCA), Women Empowerment Center South Sudan (WECSS), and Women Agency for Progress Organization (WAPO).

The role of CEF and the two CARE country offices will be to provide project coordination and organizational and technical capacity development, with a focus on the WPS agenda. In the course of the project, the eight PT-WROs will take on greater leadership and responsibility, supported by the long-term mentorship, coaching and technical assistance of CEF, CARE Iraq and CARE South Sudan.

**Scope:**

The purpose of strengthening Women’s Rights Movements on the Women, Peace and Security agenda in three fragile contexts is to increase the influence of Women’s Rights Organizations and excluded groups of women and girls in Egypt, Iraq and South Sudan on the UNSCR 1325 agenda on Women, Peace and Security (WPS) at the local, national and multi-country levels. The project/program/initiative has 1 project outcome and 3 expected outputs outlined below:

Outcome:

Women’s Rights Organizations and excluded groups of women and girls use their strengthened strategies, capacities and improved networks to collectively organize, participate and influence in informal (civil society-led) and formal (government-led)

decision-making spaces on the WPS agenda at the local, national and multi-country levels.

Outputs:

1- Women’s Rights Organizations have strengthened institutional capacity, increased resource mobilization, and improved strategic plans on the WPS agenda that are representative of and accountable to excluded groups of women and girls.

2- Women’s Rights Organizations and excluded groups of women and girls have increased capacity to engage in informal and formal decision-making spaces on the WPS agenda at the local, national and multi-country levels.

3- Women’s Rights Organizations and excluded groups of women and girls have strengthened networks to gather, exchange and amplify learning on the WPS agenda at the local, national and multi-country levels.

To achieve the goal, strengthening Women’s Rights Movements on the Women, Peace and Security agenda project implements the following key activities, aligned with the project’s overall purposes and outcomes:

• Activity 1.1. Project Women’s Rights Organizations develop and implement institutional capacity-strengthening plans through training, technical assistance, coaching and mentoring.

• Activity 1.2. Project Women’s Rights Organizations develop and implement resource-mobilisation strategies to increase access to funding opportunities.

• Activity 1.3. Project Women’s Rights Organizations develop and implement Strategic Plans which represent the priorities of excluded groups of women and girls.

• Activity 2.1. Project Women’s Rights Organization representatives participate in training, mentoring and coaching on the WPS agenda, and related influencing, advocacy and monitoring.

• Activity 2.2. Project Women’s Rights Organizations develop and implement collective influencing, advocacy and monitoring plans to promote WPS priorities with decision-makers at the local and national levels.

• Activity 2.3. Excluded groups of women and girls engage with decision-makers on their WPS priorities at the local and national levels.

• Activity 3.1. Project Women’s Rights Organizations and excluded groups of women and girls document, share and exchange collective learning on WPS priorities with local and national networks.

• Activity 3.2. Project Women’s Rights Organizations across three countries exchange knowledge, experience and learning on the WPS agenda through multi-country networks.

• Activity 3.3. Project Women’s Rights Organizations amplify their initiatives through CARE’s regional and global mechanisms.

**Objective:**

The overall objective of the assignment is to equip and strengthen potential organizations with the skills needed to develop, design and write good quality, effective proposals. More specifically, the training should:

• improve the project design and writing skills of participating organizations.

• improve the proposal writing skills of participating organizations.

• increase participant’s understanding of how to develop good funding proposals.

• support teams to articulate the contextual challenges and develop their innovative responses into good funding proposals.

• increase participating organization’s understanding of donor grant processes.

**Specific tasks:**

The consultant will be expected to engage with organisations before and after the training sessions for maximum impact.

Under the supervision of the Project Manager and Capacity Building and Governance Advisor, the selected individual/s or organisation will design and deliver training to cover the following:

* Review the organizational assessments carried out with the ZG-WROs, and, based on the assessments, develop comprehensive training modules in project design and proposal writing.
* Lead in the delivery of a 2-day training (**which will occur end of July 2023**) on project design and training on proposal writing using the modules to 24 participants.
* There will be scientific content for the training (the consultant gives scientific content to the organizations participating in the training).
* Tie the design and purpose of this training/activity with other project activities – such as the resource mobilization consultant intervention

You must focus during the training period on

1. Designing projects and writing a financing document for a development project:
* Determining the main and sub-goals “SMART Goal”.
* Defining the target group.
* Defining the temporal and spatial scope of the project.
* How to set activities.
* Develop the desired results of the project.
1. Justifying the response – your organisation’s experience, track record, Board and staff, systems and processes, etc.
2. Understanding the problem – what do communities need and how do you determine it? Target groups and stakeholders, project design tools including situational analysis, stakeholder analysis, problem analysis, and needs assessments.
3. Planning the solution – the theory of change and intervention logic, community participation, identification of inputs, activities, outcomes, and impact of the project.
4. Design monitoring and evaluation systems for development projects.

**Deliverables:**

1. Training modules and materials used during the training (in Arabic)
2. Training schedule and Agenda (In Arabic)
3. The facilitation of a 2-day offline training
4. Pre- and post-evaluation forms (to be developed with MEAL officer)

**Tasks Total Number of Days:** 2 days for the offline training.

**Qualifications**:

•Advanced university degree in Social Sciences, Marketing, Development, Planning, Business Administration, Communication, or a related field.

•Proven record of experience in implementation of activities/initiatives, with local NGOs and/or International Organizations.

•Proven record of experience in training/capacity-building in Proposal writing.

**Application Process:**

Interested candidates must submit:

A technical and financial proposal. The technical proposal should include:

1. Resume/CV
2. Previous relevant work experience
3. An understanding of the ToR
4. An outline of the methodological approach for the assignment
5. Activity schedule/agenda (2 working days at the end of July 2023)

The financial proposal should include:

1. A budget specifying the daily rate of the consultant (s) and the total number of days proposed for the consultancy. All costs (Professional fees, communications, consumables, etc.) that the consultant could incur must be factored into the final amounts submitted in the proposal. The LOE/consultant days need to be separated from transportation

The time frame for the deliverables will be discussed and agreed upon with the selected consultant after reviewing the proposed methodology.