**Terms of Reference for Script writing Training**

**CARE Egypt Foundation:**

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.

**Women’s Rights Program:**

The Women’s Rights Program is designed to empower poor and marginalized women in Egypt who suffer from rights ’violation. Its impact goal is: By 2030, 1.5 million poor and marginalized women and girls in Egypt enjoy greater justice in fulfillment of social, economic, civil, and political rights. In order to achieve this goal, the program works withboth 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. One of the main issues women faces is domestic violence, however, harmful practices, such as Female Genital Mutilation (FGM) and early marriage, widely prevail within the society’s traditions.

**Project Summary:**

CARE Egypt has been selected by UNFPA to implement a project addressing violence against women and girls in Upper Egypt. This project works towards ending FGM and early marriage, and supporting survivors who experienced any types of violence, exploitation, or abuse in the governorates of Assiut, Sohag, Menya, and Beni Suef. The project will contribute to the long-term impact of ''women and girls in target communities fully enjoy their lives free of the risk of FGM and early marriage’’. It seeks to address the root causes of FGM and early marriage, develop a set of interventions targeting various stakeholders. These interventions aim to raise community awareness on reproductive health and girls’ education, actively engage men and boys in the discussion against early marriage, equip a cadre of local volunteers with the knowledge and skills needed to actively participate in the efforts to reduce the prevalence of harm practices and finally, networking all efforts in organized advocacy campaigns capable to achieve more gains that give women and girls a safe environment free from harmful practices in the targeted governorates.

**Scope/Specific Activity:**

The partnership between CARE Egypt, UNFPA and Y-PEER Egypt empowers young people agency to make an impact through theatrical performances that work on the topics of female genital mutilation (FGM) and menstrual hygiene management (MHM) through a peer-to-peer approach. The activities for the FGM and MHM scriptwriting, among young people as stipulated in the project are to be held through Y-PEER Egypt members (Youth aged 18 to 28 with prior knowledge about FGM issues and MHM and a basic understanding of theater concepts). in collaboration with CARE Egypt and supported by UNFPA Egypt. The workshops are designed to build the capacity of the Peer Education Network (Y-PEER) for further cascade peer education training and outreach sessions in 26 different governorates on FGM theater-based techniques and menstrual hygiene management.Finally ,The project focuses on four governorates: Beni Suef, Menya, Assiut, and Sohag.

**Activity Details:**

* The issue of Female Genital Mutilation (FGM) continues to be a pressing concern globally, affecting the lives of millions of girls and women. While progress has been made in raising awareness and advocating for the abandonment of FGM, there is still much work to be done. One effective way to engage communities and spark conversations about FGM is through the medium of theater. Theater has the power to provoke thought, evoke empathy, and drive social change.
* The Menstrual hygiene management (MHM) refers to the practice of ensuring that women and girls can manage menstruation hygienically, safely, and with dignity. It encompasses various aspects including access to sanitary products, proper disposal mechanisms, education about menstrual health, and addressing social taboos and stigmas associated with menstruation.

**Consultants:**

The consultancy is open for a team of trainers (2 to 3 trainers) they will be responsible for designing, implementing, and reporting of 6 scriptwriting (2 scripts for MHM and 4 scripts for FGM).

**Objectives for training:**

By the end of the training, it is expected the participants will have skills, knowledge and techniques to deliver the following:

* Help in the development, writing, and finalization script that highlight MHM / FGM issues and showcase character development and dialogue by doing the following.
* Read and review scripts to have a clear understanding of what want to achieve with a screenplay.
* Reviewing scripts and providing constructive feedback.
* suggesting improvements to enhance the quality of the script.
* Ensuring that the script aligns with the outcomes and outputs of the project, the target locations/governorates, and the target audience age and gender.
* Ensure accuracy of information related to MHM and FGM in the scripts.
* Refresh and train attendees on theater techniques related to script writing and the manifestation of the script into a performance.
* Providing expert advice on story structure, character development, and dialogue
* Ensuring that the scripts incorporate interactive theater and is prepared for audience questions.
* Ensure scripts are culture sensitive,R Taking the locations/governorates in which they will be applied as well as the target audience.

**Deliverables:**

* Two workshops 6 days each, (6 to 8 hours for each training) per day and 2 days reporting (14 training days in total).
* Detailed training agenda, pre & post-tests, material (hand out) and PowerPoint presentation “if any” to be sent one week before the training.
* 2 Training reports to be submitted one week after each training including pre/post-test results, and final trainees' evaluation.
* 6 final scripts for total (2 scripts for MHM and 4 scripts for FGM)

**Skills, experience, and qualification required:**

* At least 3 years’ training experience, preferably in FGM, SRH, and GBV issues.
* Concrete knowledge on FGM, SRH and GBV issues.
* Bachelor’s degree in film studies, Creative Writing, or related field.
* Proven experience as a Script Consultant or similar role.
* Strong understanding of story structure, character development, and dialogue.
* Excellent communication skills.
* Ability to provide constructive feedback.
* Creative thinker with a keen eye for detail.
* Strong storytelling skills.
* Knowledge of interactive theater trends and developments.
* Ability to work well in a team.
* High level of professionalism and confidentiality.
* Communicating ideas clearly and effectively.
* Maintaining a deep understanding of the scriptwriting process.
* Collaborating with the creative team to develop compelling stories.

**Location:**

Cairo

**Implementation duration:**

The constantly task is expected to be from 14/5/2024 to 28/5/2024:

* MHM First training from 14/5/2024 to 20/5/2024
* FGM Second training from 22/5/2025 to 28/5/2024

**Conditions of Implementation:**

Interested applicants should submit the following documents in their offers:

* Consultant CV/ company profile.
* Financial Proposal.
* Technical Proposal including:

1. A statement in understanding of the assignment, and general approach to it.
2. A brief description of the methodology proposed to be use in the assignment, including techniques and tools.
3. A preliminary agenda for the 6-day training and the topics/sessions for each day
4. Needed Training Materials

Financial Proposal should include all expenses to be incurred by the consultant and divided as follows:

1. Consultancy days, daily rate of each consultant
2. Transportation
3. Copy of Electronic Invoice

Notes: accommodation, and training logistics will be covered by CARE as well as training materials.

**Evaluation Criteria of Proposals Submitted:**

* Previous Experience in conducting theater trainings - 10%
* Relevant Experience in FGM, MHM, GBV and RH - 10%
* CVs of consultant team - 10%
* Technical proposal - 40%
* Financial proposal - 30%

**Deadline:**

The technical and financial proposals will be sent to the link no later than (April 8, 2024) (before 11:59 pm) with the title (name of the advisory mission in the subject of the email).

Any proposals received after the deadline will not be considered, and there are no exceptions.

If you any questions and more details please send us an E-mail before (April 8, 2024) [nermin.kadry@cef-eg.org](mailto:nermin.kadry@cef-eg.org)

**Please take into consideration:**

* CARE will deduct the taxes due on any financial transaction before paying the supplier's dues, and the institution will supply them to the tax authority) the institution deducts 10% free business taxes from the value of the consultant's daily wage in the absence of a free occupation tax card for the consultant, while in the case of a free profession tax card, 5% tax is deducted).
* Payment will be made after the completion of the advisory assignment (within twenty working days from the end of the service provision according to the schedule and the submission of an invoice/statement of working days).
* CARE will inform applicants of the acceptance of the offer or rejection within 5-7 working days.
* The Foundation reserves the right not to give reasons for the refusal. The Foundation also reserves the right to review applicants for the advisory assignment and request a modified presentation (to request it) or submit additional documents. The Foundation also reserves the right to divide the advisory function between more than one consultant if there are several appropriate ideas for the required offer from different consultants.