

CALL FOR PROPOSALS

TERMS OF REFERENCE FOR CONSULTANCY SERVICES



CONDUCTING A BASELINE SURVEY ON PERCEPTIONS, ATTITUDES AND UNDERSTANDING OF HUMAN RIGHTS DEFENDERS (HRD) CONCEPT IN UGANDA

APRIL, 2019

NATIONAL COALITION FOR HUMAN RIGHTS DEFENDERS IN UGANDA (NCHRD-U)

1.0 INTRODUCTION

1.1 ORGANISATIONAL BACKGROUND

NCHRD-U was initiated in June 2013 by HRDs from across Uganda. NCHRD-U is a coalition of individuals and organizations working to promote the protection of HRDs in Uganda by facilitating synergy, cooperation and sharing of best practices among the HRD community. With a membership of close to 100 organizations, the NCHRD-U focuses its work in all the regions in Uganda. It plays an integral role in harnessing a transparent and accountable working environment for HRDs in Uganda. NCHRD-U will play a lead role in undertaking the project.

1.2 PROJECT BACKGROUND AND JUSTIFICATION

Human Rights are guaranteed under international law, however working to ensure that they are realized and taking up the cases of those who have had their rights violated can be a dangerous business. Human Rights Defenders often stand between ordinary people and the power of the state in the promotion and observance of human rights. They are vital to the development of democratic processes and institutions, ending impunity and the promotion and protection of human rights. As individuals and groups, human rights defenders have been effective in making states, governments, government agencies and private individuals accountable for violations and abuses of human rights. Human rights defenders are at the core of highlighting cases of human rights normally kept away from the public eye. Despite the important role played by human rights Defenders, they face a lot of threats/risks and their rights are often times violated by state agencies and private individuals due to misconception, negative perception and attitude towards the work of HRDs and Ignorance about the HRD concept.

Based on the above, the National Coalition of Human Rights Defenders (NCHRD-U with support from the Democratic Governance Facility (DGF) will be conducting a baseline survey to assess the **level of perceptions , attitudes and understanding of HRD concept amongst the different stakeholders**. The baseline will also be crucial in ascertaining the base figures for the different project Indicators as highlighted in the project proposal.

1.3 PURPOSE OF TOR

The purpose of the TOR is to highlight what specifically the CONSULTANT will be tasked to carry out and the deliverables expected of him/her. These have internal and external functions. Internally, they will help to keep the entire process focused by listing the matters that the survey will address or focus on. Externally, they will help others to contribute to the survey by highlighting the key issues. These TORs are generally a short list of points that the consultant is instructed to examine. They set out a timetable for the Consultant. They also describe in general terms the Survey process.

2.0 BASELINE SURVEY (OUTCOMES & OUTPUTS)

2.1 Baseline purpose

The baseline is aimed at generating information/data that will provide a basis upon which changes in the conditions of Human Rights Defenders will be measured during and after the activity implementation in line with the organizational intervention result targets. The baseline will act as a benchmark of the conditions or performance start point for measuring progress, outcomes and impact of organizational interventions. In short, the baseline will serve as the basis for monitoring, evaluation and control of organizational interventions over time.

2.2 Specific objectives of the survey

- a. To set parameters for the measurement of the project's impact and long lasting changes in the lives of HRDs.
- b. To set parameters for the measurement of diverse effects such as geographical spread (rural /urban) and social-economic (gender, ethnicity and poverty levels) in relation to perceptions, attitudes and understanding of HRD concept.
- c. To set out baseline data as per specific output and outcome indicators as stipulated in the Log frame.
- d. To assess the validity of the identified programme risks and challenges and corresponding management strategies and/or generate alternative possible strategies that the organization might employ to maximize realization of programme result targets.

3.0 KEY DELIVERABLES

The main outcome of this process is a comprehensive evidence based baseline report which clearly reflects a descriptive (qualitative) and quantitative status of perceptions, attitudes and understanding of HRD concept and also organizational set targets and progress indicators in line with desired organizational goal, intermediate and immediate outcomes & outputs of the project. The report shall detail mechanisms to track and monitor project indicators and shall present recommendations that would be useful in improving the design of other future projects geared towards the achievement of the organizational mandate.

4.0 SCOPE OF THE BASELINE

In order to achieve the overall goal of the project, the Coalition will hire the services of an external consultant to carry out a survey both at national and grass root level.

In order to ensure that the investigation is responsive to the specific context, individual circumstances and representative but still maintaining the rigorous standards that are the guarantee of sound outcomes, a mapping of the geographical scope will be conducted

The baseline survey will be targeted to cover issues of gender, sex, rural/urban demographics in Uganda and the consultant will gather data from other HRD organizations, individual HRDs and other state actors and will employ a combination of both qualitative and quantitative methods. Data collection will involve both primary and secondary data sources as deemed appropriate. The consultant will determine the most appropriate methodology for collecting and analyzing data and ensuring full participation of all stakeholders.

5.0 Baseline Survey Team and Timeline.

NCHRD-U staff under the guidance of the Executive Director will guide the entire process to ensure adherence to ethical and professional standards of the planning, monitoring and evaluation of the process including other processes of hiring a consultant, research assistants and mobilizing respondents. The consultant will take lead in the actual study, analysis, validation and compilation and delivery of the findings.

6.0 Timeline

The study will be executed in **06 weeks** inclusive of the presentation of the final report. This process started on **16/04/2019** with the drafting of the Terms of Reference. The consultant will work at having the draft report ready in two weeks after concluding with the field study phase and validation.

7.0 Application process

Interested consultants with requisite experience should submit their application which should include the following:

- a) A technical proposal including the consultant's inception report detailing the proposed road map and details of similar tasks completed successfully.
- b) A detailed financial proposal
- c) Current Curriculum vitae
- d) Submission should be made via email to executive@hrdcoalition.ug or hand delivered to the Executive Director, NCHRD-U plot 148, SEMAWATTA ROAD, NTINDA KAMPALA
- e) The closing date for receiving both technical and financial proposals is 17th /05/2019 at 5:00pm.