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| **TERMS OF REFERENCE (TORS) FOR A CONSULTANCY**  **TO DEVELOP AN ADVOCACY STRATEGY FOR THE NATIONAL COALITION OF HUMAN RIGHTS DEFENDERS UGANDA (NCHRDU) .** |

**ABOUT THE NATIONAL COALITION OF HUMAN RIGHTS DEFENDERS**

The National Coalition of Human Rights Defenders Uganda (NCHRD-U) is a registered organization of various organizations and individual Human Rights Defenders (HRDs) that was formed in 2013. It seeks to strengthen the work of HRDs throughout the country through synergy and collaboration at national and international level to enhance the protection mechanisms for HRDs and their capacity to effectively defend human rights. NCHRD-U focuses its work in all regions in Uganda.

The Coalition Secretariat has in partnership with various partners to support HRDs aiming at Protection of Human Rights Defenders Uganda. NCHRD-U’s purpose is to protect and promote the work of HRDs in safe and secure environment through linkages with national, regional and international entities. Individuals and organizations working to promote the protection of Human Rights Defenders (HRDs) in Uganda. Further information about the Organization and what it does, can be found on our website: [www.hrdcoalition.ug](http://www.hrdcoalition.ug/)

# 1.0 INTRODUCTION TO THE CONSULTANCY ASSIGNMENT

The NCHRDU is a dynamic and fast-growing non-governmental organization that focuses on addressing the work environment of HRDs in Uganda. It offers individual HRDs and organizations the opportunity to succeed through Coordination, Networking and collaboration; Capacity building; Protection and emergency response; Advocacy; Research, visibility and knowledge management programs. Additionally, the Coalition works to improve the safety and security of HRDs and the environment they operate.

To ensure the continuation of the Coalition's service provision to human rights defenders and support organizational sustainability, the NCHRDU recognizes the need to have an advocacy and networking policy and strategy. This will allow the Secretariat to organize the processes of prioritizing, planning, selecting projects, monitoring, broadening the advocacy and networking channels as well as coordinating with members.

The overall goal of this exercise is to diversify and strengthen advocacy and networking strategies amongst partnerships; and to equip the office with key related materials for advocacy and networking. The Strategy should also look at broader advocacy and networking strategies as well as partnerships for protection of Human Rights Defenders.

Based on that**,** NCHRD-U seeks to identify a consultant (individual or a firm) to undertake the above assignment.

# Objective of the assignment

The overall objective of this consultancy is Development of Advocacy and Networking Strategy 2023-2028.

# 3.0 Scope of Work

Activities and Tasks:

1. Undertake strategic mapping of advocacy and networking methods and partners by analyzing donor, business, and Government interests, priorities and networking opportunities to inform advocacy efforts.
2. Draft the Advocacy and Networking Strategy 2023-2028 for NCHRD-U (following the review of key relevant documents, and discussions with programme staff and partners).
3. Develop an action plan (4-5 years) for advocacy and networking with potential partners, donors, governments entities, in a sustainable partnership [to be included as annex in the Strategy].
4. Identify NCHRD-U focal advocacy points that amplify its mandate.
5. Conduct a stakeholder mapping of the different partners whom the Coalition can approach for advocacy and networking opportunities.
6. Develop 6 sectoral concept notes for advocacy and networking based on the strategy (Coordination, Networking and collaboration; Capacity building; Protection and emergency response; Research, visibility and knowledge management and performance and effectiveness of NCHRD-U secretariat). An action plan for each section with targets that outlines clear timelines for the action proposed and includes a modality for building the capacity of key staff in advocacy and networking and to ensure impact in respect to the organisation’s mandate [to be included as annexes in the Strategy]; Each Concept Note should have a Summary 1-2 pager.
7. Develop an advocacy and networking strategy which includes: i. Strategic project briefs, with key indicatives that NCHRD-U is working on, including Coordination, Networking and collaboration; Capacity building; Protection and emergency response; Advocacy; Research, visibility and knowledge management and performance and effectiveness of NCHRD-U secretariat). ii. Case Statements for private sector that capture the need, solution, and call to action for policy makers and other stakeholders. Action strategy by the citizenry, and how that creates impact.

The Advocacy and Networking Strategy should include, but not be limited to the following components: I. Context and overview II. The NCHRD-U programme 2023-2028 budget structure III. Advocacy and Networking analysis of the 2017-2022 period, including targets and priorities and lessons learnt from the advocacy efforts of the NCHRD-U programme. 3 IV. Analysis of the advocacy and networking environment [with a dedicated section for current advocacy and networking methods deployed and another introductory part to the private sector engagement] V. Strategy for advocacy and networking to ensure results for protection for Human Rights Defenders, including focus on domestic advocacy and networking strategy, based on the budget briefs and strategy for advocacy and networking within treaty based mechanisms. VI. Specific action plan for advocacy and networking for priority areas.

1. Familiarization with the history, review the vision, mission and goal based on NCHRDU’s mandated objectives;

# 4.0 Methodology

The Consultant shall develop the most suitable methodology in line with the assignment. This should be detailed in the technical proposal.

# 5.0 Expected Deliverables

The key deliverables are:

1. Advocacy and Networking Strategy.
2. 4–5 year Action plan [as annex in the Strategy];
3. Advocacy mapping that highlights areas of great priorities, and the methods of advocacy and networking. The Advocacy and Networking mapping should include an action plan/timelines and intended impact/ results.
4. Advocacy and Networking Mobilization Package: including project briefs and case statements.

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| **Key Activities/Tasks:** | **Deliverables/Outputs:** |
| i) Undertake strategic networking mapping of targeted stakeholders interests, and Government interests, priorities to inform effective advocacy and networking and the intended impact. | Networking mapping & Advocacy Action Plan |
| (ii) Draft the Advocacy and Networking Strategy | Advocacy and Networking Strategy. |
| (iii) Develop an action plan (4-5 years) for advocacy networking with potential partners, donors, businesses, in a sustainable partnership [to be included as annex in the Strategy]; | Action plan 4-5 years. [as annex in the Strategy]; |
| (iv) Develop 6 sectoral concept notes for advocacy and networking based on the strategy [to be included as annexes in the Strategy; and 6; 1-2 pager summaries]; | 6 sectoral concept notes [as annexes in the Strategy]; and 6; 1-2 pager summaries]; |
| (v) Advocacy and Networking package, including Project Briefs and Case Statements clearly answering the who, what and why for the networking efforts. | Package inclusive of Project briefs on 6 key initiatives (Coordination, Networking and collaboration; Capacity building; Protection and emergency response; Advocacy, Research, visibility and knowledge management and performance and effectiveness of NCHRD-U secretariat); Case Statements. |

**PAYMENT SCHEDULE:**

Payment of professional fees will be based on submission of agreed deliverables which receive satisfactory quality review. Payment will be made in 3 installments: 40% of the fee upon completion and approval of the inception report,30% upon completion of the 1st deliverable (Advocacy and Networking mapping; and Advocacy and Networking Strategy and finally 30% of the total fee upon completion and approval by NCHRD-U of the 2nd deliverable (The Action Plan and 6 Concept Notes, as part of Annexes).

Notable: All deliverables shall be submitted in 2 copies; in hardcopy and softcopy in editable format.

# 6.0 Duration of the Assignment

The assignment is expected to be carried out in a period of 21 working days

# 7.0 Budget and Payment

The consultant should provide an indicative budget per day in Uganda Shillings.

The consultant will be paid professional fees as compensation for his/her technical/professional expertise and time invested in the delivery of the expected outputs. This will be discussed and agreed amicably for a win-win for both the consultant and the NCHRDU.

**Notable** is that the Consultant will be responsible for declaration of the income for income tax purposes and where applicable, NCHRDU will make 6% statutory deductions (from the gross payment) payable to Uganda Revenue Authority as withholding tax in accordance with the income tax regulations of Uganda

# 8.0 Expertise

MINIMUM EXPERIENCE/QUALIFICATIONS:

1. Master’s degree in university degree in Laws, social sciences (communication, Organizational development and psychology; Human Rights, media, journalism, public relations, or business administration, finance, economics).
2. A minimum 5 years of proven work experience in advocacy and networking, partnerships management, communication or marketing projects development/ implementation and or coordination, research and analysis, proposals writing and human rights work and strategy development.
3. In-depth knowledge and understanding of issues of Human Rights in the Uganda and Civil Society Sectors.
4. Ability to lead formulation of strategies and their implementation.
5. Demonstrated experience in working with government partners and other stakeholders in CSO sector development programs.
6. Demonstrated experience in coordination and strong writing skills.
7. Prior experience and/or knowledge of NCHRD-U Programme will be an added advantage.
8. Proficiency in English (written and oral)
9. Good communication and facilitation skills
10. - Cultural awareness and sensitivity to gender issue
11. - Knowledge of the functioning of the African Charter and International Treaty based Bodies, the UN system and other development partners.

# 9.0 Application Process

Interested and qualified candidates should submit their applications which should include the following:

1. Technical proposal
2. Financial proposal
3. Detailed Curriculum Vitae

**Please quote “Advocacy and Networking strategy – National Coalition of Human Rights Defenders - Uganda” on the subject line.**

Applications should be emailed to info@hrdcoalition.ug to reach us not later than 4pm on the 10th August 2023.