

# **The Norwegian Mission Alliance in Vietnam (NMA-V)**

## **TERMS OF REFERENCE FOR GENDER ANALYSIS ON LEARNING-EDUCATION, INCLUSION WITH DISABILITY AND INCOME GENERATION**

### **I. Introduction:**

The Norwegian Mission Alliance in Vietnam (NMA-V) is an INGO working among poor and marginalized groups of the population. A special attention is given to women, children, youth and people with disabilities. The main objective of our work is to “contribute to a lasting improvement of the target groups’ quality of life”. The target groups in our projects shall not be reduced to objects of our charity. They are acting subjects with their own will and ability to take responsibility for their own lives and development. All NMA-V wants to give people the opportunity to develop their abilities and resources, and support them in taking responsibility for their own lives, the lives of their families and the development of their own local communities.

Our work includes a) Inclusion for people with disability and inclusive education, b) community development with focused on education, healthcare, income-generation; c) Microfinance for poor women. We work together with local authorities, organizations and communities to ensure that the target groups participate and have ownership to the projects.

Along with organization’s thematic interventions and cross cutting issue such as climate change, mobilization, participation, gender is one of cross cutting issues that is paid attention and considered as importance part to be involved into organization program.

### **II. Purpose of this task- gender analysis:**

To assess and analysis on gender equality and gender empowerment in NMA-V’s thematic such as on education (called learning), income-generation and inclusion with disability and also gender with climate change issue. Basing on that, providing recommendations for practical interventions; suggesting gender indicators at program level and tools for collection appropriated interventions.

#### **Gender analysis’ specific purposes:**

Conducting gender analysis for intervention sectors relevant such as income generation, inclusion for people with disability, learning-education in project target areas

- a) Conduct gender analysis in target areas focused on gender roles and labour division, gender need, making decision process, access and control resources, and sensitized gender of stakeholders and thematic interventions such as learning-education, inclusion for disability, income generation;
- b) Conduct gender analysis likely what is linkages, interrelations relating to climate change issues; and gender based violence and sexual harassment
- c) whether there is actual gender’ results on the ground changing, for examples on knowledge, attitudes and practice when we gender has been addressed for last years in project sites.
- d) Analysis and be specific and in-depth to see how gender issues are addressed in our projects, program (thematic).
- e) Focusing primarily on thematic areas of Income and Learning (education) for further gender research and development

- f) Recommendations for NMA-V's practical interventions, tools for collection appropriated interventions and building a gender "smart" indicators and strategic plan on gender mainstreaming into program.

### **III. Location:**

Mekong delta provinces such as Tien Giang, Tra Vinh, Can Tho, Ca Mau

### **IV. Methodology**

The consultancy has to conduct in a participatory way at all its stages and ensure the voices of the target groups to be heard and served as the basis for the analysis. The combinations of both qualitative and quantitative methods are required. Going throughout these missions, the consultants will be undertaken specific review issues, questions, methods, data collection and triangulated analysis. The consultant shall make sure that all the crosscutting issues of NMA-V (climate change, disability) are included in this consultancy work, and that it adheres to The Mission Alliance 's values and strategies for development work. Consultants must propose their own proposal, methodology and financial plan for this mission.

NMAV has a gender analysis tool that we want the consultant to use to the extent feasible (annex1)

### **V. Timing and mission itinerary**

- The proposal, final plan, CVs of team should be sent to NMA-V office at **17:00, January 23<sup>rd</sup> 2017**
- Time proposes for field-based data collection is starting at **20th February 2017**
- Time for final report deadline is **20<sup>th</sup> March 2017**

### **VI. Deliverables and responsibility of the consultant**

The consultant should deliver the following outputs and services

- Submit detailed concept paper and implementation plan to NMA-V and get NMA-V approval before conducting.
- Development and finalization survey tools: questionnaire, data sources, guidelines for gathering data, targeted group
- The expected output is a survey report that addresses above objectives and focuses. The report and the related documents provided by the survey Team will be in English
- Submit all data collection by soft copy
- Submit the report in Vietnamese and English language
- The report should highlight points below but not exceeding 20-25 pages (plus annex and references):
  - Introduction
  - Executive summary
  - Methodology
  - Content of survey:
  - Recommendations and framework establishment and outcome, objectives' indicator setting
  - Annex and references.
- Draft report Presentation workshop and incorporate comments into a final report

## **VII. Expertise requirement**

NMA Viet Nam would like to seek qualified national consultants to conduct this mission. The candidates should have:

- Proven experience and expertise in conducting gender analysis
- An expertise in working with participatory methodology and experience in Mekong Delta is an asset;
- Excellent spoken, report writing and presentation skills in the English language

## **VIII. Preparation and Logistical Support**

NMA-V will contract the consultant in accordance with NMA-V regulations and guidelines for contracting of consultants. NMA-V will arrange transportation and accommodation in province as required and all other fees to serve for collecting data in the field such as allowance for interviewees, refreshment for IDIs, FGDs v.v. NMA Vietnam staff will take responsible for planning and providing logistical support and will accompany the consultancy team in the field and meetings.

## **IX. Terms of payment**

Payment will be made by bank transfer to bank account of Consultants: Terms of payment will be as follows:

- 30% value of the total budget will be paid on the date of the signing the contract.
- 70% will be paid after NMA-V approves the final reports in English and Vietnamese.

## **X. How to apply:**

Candidates are suggested to send a) CVs, b) technical proposals and c) financial plan of this mission to NMA-V on **17:00 PM, January 23<sup>rd</sup> 2017** as deadline. Please send information as required email to [tunguyen@nmav.org](mailto:tunguyen@nmav.org) or mailing to NMA-V project office at 55B3 Trần Nhật Duật Street, Tân Định Ward, District 1, HCMC.