## 

## Terms of Reference Baseline Study

## (ToR)



January

2023

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## Terre des hommes foundation and ABAAD Lebanon

**Terre des hommes foundation (Tdh)** is the leading Swiss organisation for children’s aid, committed to bringing meaningful and lasting change to the lives of children, especially those exposed to risk. Tdh strives for the effective application of children’s rights as defined by the UN Convention on the Rights of the Child and other relevant human rights instruments. Tdh is impartial and independent and supports vulnerable children and their families, regardless of their ethnic background, gender, religion, or political affiliation.

Present in Lebanon since 1977, Terre des hommes Foundation (Tdh) is an International NGO that supports and works with girls, boys, youth, men and women, from refugees and host communities both from Syria and Palestine as well as Lebanese communities through its Migration and Access to Justice Programs in Beirut, M. Lebanon, Bekaa, South and Nabatiyeh Governorates, including 7 Palestinian camps and gatherings. Our projects are covering both rural and urban areas but also hard to reach areas – next to borders with Palestine and Syria. Directly and/or through diverse local partners, Tdh implements a four-pronged approach – prevention, response, capacity building and systems strengthening – to ensure the protection, enhance the resilience and improve the well-being of the targeted population, while promoting their capacities to become agents of the social change in their communities. In 2021 and ear 2022, Tdh provided services to more than 24,000 children and adults within Migration, Access to Justice Programmes and its emergency response to the devastating response to the Beirut Blast.

**ABAAD– Resource Center for Gender Equality** is a UN ECOSOC accredited organization that aims to achieve gender equality as an essential condition to sustainable social and economic development in the MENA region.

As a leading actor on gender equality in the region, ABAAD is perceived as a reliable reference and partner by the local, regional, and international entities that promote gender equality, peacebuilding, and sustainable development. ABAAD advocates for the development and implementation of policies and laws that enhance women’s effective participation, through a rights-based approach that would bring about tangible change to gender justice. With the purpose of ending gender-based violence (GBV), ABAAD adopts a holistic care approach to provide protection and support services to GBV survivors/right holders during times of peace, war, and disasters. As a leading agency on gender equality in the MENA region, ABAAD also seeks to support and build the capacities of local, regional, and international entities that are working on protection programmes, case management, sexual and reproductive health and rights (SRHR), Mental Health & Psychosocial Support and sexualities.[[1]](#footnote-2)

## Justification of the Baseline Assessment

Lebanon’s ongoing multiple crises are deteriorating the protection environment of the most vulnerable populations in the country, with women and girls mostly affected1. In 2021, 91% of Syrian refugees and 36% of Lebanese lived in extreme poverty2, increasingly adapting negative coping mechanisms, such as child and early marriage. During 2021, cases of child marriage increased3 along with other forms of GBV, as intimate partner violence, sexual harassment, trafficking, and exploitation4. The increased prices of hygiene products, led to period poverty for more than 700,000 women, impacting their sexual and reproductive health (SRHR) and ability to participate in activities5. Out of girls and young women between 15 and 24 years, who do not attend school, 46% dropped out due to marriage6. Girls who are married young, often face early childbearing or miscarriages which can lead to poorhealth, unregistered (stateless) children and further poverty7.

Tdh and Abaad have implemented GBV/CP response and prevention services in 2022 in targeted areas in Beirut, Mount Lebanon, Bekaa, and Baalbeck/Hermel governorates and have achieved positive impacts among beneficiaries. Based on the current success stories, several early marriages have been prevented and postponed, after the focused safe space activities and the engagement with men, which have majorly impacted the social behavioural change and norms.

However, the most recurrent recommendation across all groups of targeted beneficiaries was their need of accessing informal skills training as a livelihood opportunity for the adolescent girls and young women to eventually become financially independent and equipped with more soft skills and strength to stand up for their rights. As such, Tdh through the continuous data collection and the lessons learnt of the ongoing project, highlighted the need of integrating additional and enhanced response services for a more impactful project.

## Objective of the baseline assessment

This baseline assessment will collect and analyse secondary and primary data of the child marriage context in Lebanon, to:

* Assess the livelihood status, along with providing information on the existing socio-economic situation of the affected population; of refugees/host community who will benefit from PRM project’s GBV and livelihoods multi-sectoral programming.
* To understand the effect of the current socio-economic situation on the target population and provide recommended actions for meeting the needs and improving the lives of girls and young women at risk and/or survivors of GBV.
* To study/assess the caregivers’ perceptions on child marriage and regarding the support provided to the adolescent girls & young women during the last phase, their role of involvement, their assessment towards the sustainability of the intervention.
* To serve as a primary purpose, as the reference point for assessing future changes and impacts resulting from a multi-sector programming and the benefits/challenges of a multi-sector program in comparison to secluded Child Protection or GBV programs.

## Methodology

The baseline assessment will be proposed to apply both qualitative and quantitative data collection methods in targeted governorates. The consultant will advise on the method to select informants and surveyed population in addition to the numbers targeted. The tools proposed should be appropriate fo the study participants, with special care for the method and tools used to engage with children – that must be appropriate to their age and capacities, context sensitive, be ethic oriented, ensure the Do No Harm principle and participatory, and must include qualititaitve component.

He/she shall also need to align the baseline information with the planned project indicators (see Annex) **to enable the evidence-based evaluation and analysis of the project achievements later (mid-term and end-line studies).**

***In case it is assessed by Tdh that the process of the baseline study was of excellent quality and in line with ethical considerations, the consultant/ group would be proposed to undertake the midterm and the endline studies based on the same methodology and learning gained during the baseline noting that the project ends in September of 2023.***

## Organization andTentative Workplan

Publication of ToRs: Friday 27th Jan 2023

Starting date: Monday 20th of Feb 2023

Duration: max of 20 days consultancy,

First draft of final report and oral presentation: 20th of March of 2023

Final version of final report: 31st of March.2023

The proposed timeline is a subject to review.

|  |  |
| --- | --- |
| **Activities** | **Working Days** |
| Initial desk review and submission of detailed methodology and data collection tools and planning | 4 |
| Data collection (KIIS, FGDs and literature review) | 8 |
| Data processing, analysis and drafting of the final report | 5 |
| Presentation and debriefing of results | 1 |
| Review of final report incorporating feedback | 1 |
| Oral presentation | 1 |
| Total | 20 |

## Roles and Responsibilities

**Individual Consultant or Consultancy Agency**

* The consultant will be the lead responsible for the baseline assessment.
* The consultant/consultancy agency will be required to provide credentials (name and designation) of the study team.
* Conduct in-depth desk review.
* Develop, submit, and review the work plans, outlining the proposed methodology, study tools, process of data collection and analysis as well as final set of data-collection tools.
* Develop data collection tools.
* Interviews with key informants.
* In person Focus Groups Discussions with children and youth with the support of the partner organizations, Tdh and partner teams can support if deemed necessary.
* Data entry, data analysis and development of draft report, ensuring protection of data.
* Provide final Report in English and Power Point Presentation of the main findings

**Tdh and Abaad**

* Will provide access to key reference documents.
* Coordination with key informants to schedule and facilitate interviews.
* Coordination with children and youth to schedule and support with the facilitation of the Focus Groups Discussion.
* Provision of technical input, support review and feedback.
* Timely review and feedback on the inception reports, methodology and data collection tools.
* Validation on draft reports.

## Intended users

The final report of this baseline assessment will be shared internally with Tdh and partners but also with the donor, with the aim to guide informed decision-making processes in terms of defining programmatic orientations, partnerships and funding opportunities.

## Budget

The budget will be provided by the consultant as part of a financial proposal.

## Deliverables

The key deliverables are:

1. Report Plan (deadline on 24th of Feb. 2023):

This will be of maximum 10 pages describing the methodology, overall approach, data collection and analysis tools, risk and limitations, logistics details, work plan.

1. Draft final report (deadline on 20th of March.2023) and Final-final report (31st of March 2023):

This will be of maximum 25 pages, without annexes and should include:

The report chapters will be agreed upon the partner organizations. The report shall be written and submitted in English.

## 

## Profile of the consultant (team): qualifications and experience

The individual Candidate or Consultancy Agency should have:

* Demonstrated professional experience and qualification in conducting similar baseline assessments and situation analysis studies.
* Sound knowledge of the geopolitical situation in Lebanon will be a plus.
* Good understanding of the technical field of child marriage and MEAL area.
* Demonstrated previous experience conducting research for INGOs or government agencies in the selected countries.
* Excellent communication skills and experience in appropriate techniques for interviewing children, moderating participatory exercises with them, collecting and analysing the respective data.
* Excellent writing and synthesis skills in English.
* Speaking Arabic is a must.
* Gender-balanced team

## Application procedures

Interested individuals or agencies should submit:

1. Expression of Interest (EOI), with a draft structure with the main objectives, methodology and workplan.
2. A financial offer including a detailed budget per item.
3. CV(s)
4. Examples of similar studies

**Last date for submission: 5th of Feb 2023**

**The application to be sent to the following email:** [**sarya.makki@tdh.ch**](mailto:sarya.makki@tdh.ch)**, and** [**lbn.hr@tdh.ch**](mailto:lbn.hr@tdh.ch)

**Annex: Project’s Objectives and indicators**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Indicator** | Indicator type | **Target# and/or %[[2]](#footnote-3)** | **Baseline** | **How measured/ documented/ collected** |
| **Program Overall Objective:** “Adolescent girls and young women at risk and/or affected by child and early marriage, are better protected through having access to quality tailored and integrated CP and GBV response, prevention and multi-sectoral services”. | | | | |
| % of parents and caregivers who value  alternative options to child marriage  and support adolescent girls & young women to make their own choices”. (e.g., not marry, postpone the marriage, postpone early childbirth for married women, or not allow their children to marry if they are younger than 18 years old) | **Program Impact** | 80% - Overall  Y1: 80%  Y2: 80% | 70%(previously assessed only for females/ impact indicator re-phrased for this project) | Sector’s SGBV M&E Toolkit (Tool nb.1 contextualized), progress report |
| % of adolescent girls and young women who report an improved sense of well-being at the end of the program, disaggregated by age and gender | **Program Outcome** | 80%- Overall  Y1: 80%  Y2: 80% | 75% | Progress narrative report, pre/post MHPSS monitoring tool, satisfaction questionnaire. |
| **Objective 1: Prevention of Violence & Promotion of Social Behavioural Change:** Enhancement of CP and mitigation of GBV risks for 14,000 adolescent girls & young women at risk and/or affected by child and early marriage through access to safe and empowering environments, evidenced-based child and early marriage prevention including male engagement of 1,400 boys and men, and behaviour change interventions that address social norms. | | | | |
| % of children/youth/ caregivers/community members have knowledge of danger and safe behavior to prevent children from negative coping mechanism of child and early marriages. | Outcome | 80%- Overall  Y1: 80%  Y2: 80% | 80% | KAP Positive Parenting FGD questionnaire with beneficiaries, progress report. |
| # of adolescent girls and young women accessing mobile and static female safe spaces and participating in prevention activities (Activities under 1.1: SRHR, arts and craft, etc.) | Output | 14,000  Y1: 6,000  Y2: 8,000  Minors: 55% (7,700)  Adults: 45% (6,300)  Married: 45% (6,300)  Risk of marriage or other GBV concerns: 55% (7,700) | 2,000 | Activity Info, attendance sheets, internal IMS progress report. |
| % of adolescent girls and young women proving knowledge on sexual and reproductive health and protection rights. | Outcome | 80%- Overall  Y1: 80%  Y2: 80% | 80% | Awareness sessions’ post-tests, Activity Info, attendance sheets, progress report. |
| % of adolescent girls and young women who have successfully completed the cycle and expressed satisfaction and benefit from the youth BNL activities. | Outcome | 70% Overall  Y1: 70%  Y2: 70% | (New activity proposed) | Satisfaction Surveys, registration forms, progress report. |
| # of adolescent girls and young women enrolled in youth BNL activities (disaggregated by age) | Output | 700  Y1: 300  Y2: 400  Minors: 55% (385), Adults: 45% (315), Married: 45% (315), Risk of marriage or other GBV concerns: 55% (385), | TBC based on baseline evaluation  (New activity proposed) | Activity Info, attendance sheets, progress report. |
| % of adolescent girls and young women supported by NEF through training who demonstrate improved knowledge in business management | Outcome | 80% - Overall  Y1: 80%  Y2: 80% | (New activity proposed) | Progress report based on NEF project records of the referred cases (pre/post tests results and training evaluation) |
| % of adolescent girls and young women supported by NEF through grants who reduced their use of harmful coping mechanisms | Outcome | 70%- Overall  Y1: 70%  Y2: 70% | (New activity proposed) | Progress report based on NEF project records of the referred cases (end-line survey results/FGD) |
| # of adolescent girls and young women supported by NEF through business management trainings and financial grants to start, expand or sustain their own business | Output | 233  Y1: 100  Y2: 133  Minors: 55% (128)  Adults: 45% (105)  Married: 45% (105)  Risk of marriage or other GBV concerns: 55% (128) | TBC based on baseline evaluation  (New activity proposed) | Activity Info, registration forms, referral database, RIMs, progress report, NEF project records of the referred cases |
| # of TEDx talks, field visits, information and support activities organized by the successful women entrepreneurs for adolescent girls and young women (who were not eligible to attend the business development training and/or receive a grant according to NEF selection criteria). | Output | 33 TEDx talks, field visits, and supportive trainings organized for 1,167 adolescent girls and young women supported with diverse livelihood services  Y1: 500, 14 TEDx talks, field visits, and supportive trainings  Y2: 667, 19 TEDx talks, field visits, and supportive trainings  Minors: 55% (642)  Adults: 45% (525)  Married: 45% (525)  Risk of marriage or other GBV concerns: 55% (642) | TBC based on baseline evaluation  (New activity proposed) | Registration forms, referral database, RIMs, NEF project records, progress report. |
| # of adolescent girls and young women referred to appropriate services, disaggregated by service/service provider (livelihood opportunities, specialized mental health, safe houses, shelters). | Output | 2,613  Y1: 1,120  Y2: 1,493  Minors: 55% (1,437)  Adults: 45% (1,176)  Married: 45% (1,176)  Risk of marriage or other GBV concerns: 55% (1,437) | 700 | Activity Info, Referral database, RIMS, progress report. |
| # of boys and young men accessing boys’ club activities (tackling issues related to positive masculinity, GBV, roles/identities towards gender equality, gender justice, Program RA). | Output | 1,400  Y1: 600  Y2: 800  Minors: 55% (770)  Adults: 45% (630)  Married: 45% (630)  Risk of marriage or other GBV concerns: 55% (770) | 400 | Activity Info, attendance sheets, pre/post-tests, progress report. |
| # of child/early married, divorced, and widowed adolescent, young women and men engaged in activities that promote the wellbeing and protection of children (Program P). | Output | 224  Y1: 96  Y2: 128  Females: 50% (112)  Males: 50% (112)  All adults | 0 | Attendance sheets, CP Activity Info, progress report. |
| # of social behavioural change initiatives conducted to prevent GBV against adolescent girls, boys, young women and young men in communities. | Output | 18 initiatives  Y1: 8 initiatives  Y2: 10 initiatives | 4 | Activity Info, registration forms, progress report. |
| % of staff trained who report (satisfaction) that the training has provided them with information and support they need | Outcome | 80% - overall  Y1: 80%  Y2: 80% | (New activity proposed) | Post training questionnaire, Activity Info, training database progress report |
| # of livelihood- specialized partners’ staff and volunteers capacitated on child protection and gender-based violence with focus on Gender Norms, Gender Equality, Child ‎Marriage and Discrimination to ensure sustainability of the intervention | Output | 41 | TBC based on baseline evaluation  (New activity proposed) | Activity Info, attendance sheets, post-tests, progress/training report |
| **Objective 2**: **Quality Integrated Service Provision:** 3,733 adolescent girls and young women’s needs are met through access to quality tailored and integrated CP and GBV response services. | | | | |
| % of adolescent girls and young women satisfied with the timing of the protection and quality of assistance provided. | Outcome | 90% - Overall  Y1: 90%  Y2: 90% | 90% | GBVIMS, CM outcome monitoring tool, post-distribution evaluation & satisfaction questionnaire, cases’ closure template, Activity Info, Most Significant Change (MSC) Stories. |
| % of adolescent girls and young women participating in activities who know where to report for support or services. | Outcome | 80% - Overall  Y1: 80%  Y2: 80% | 80% | CM outcome monitoring tool, post-distribution evaluation & satisfaction questionnaire, SGBV M&E Toolkit (tool nb. 1 for WGSS FGD), progress reports. |
| % of adolescent girls and young women satisfied with MHPSS care they receive. | Outcome | 90% - Overall  Y1: 90%  Y2: 90% | 90% | Satisfaction questionnaires, MHPSS pre-post tests, progress report on activities |
| # of adolescent girls and young women reporting protection violations who are referred to and receive assistance from appropriate legal, medical, or psychosocial support services, disaggregated by gender and age. | Output | 3,733  Y1: 1,600  Y2: 2,133  Minors: 55% (2,053)  Adults: 45% (1,680)  Married: 45% (1,680)  Risk of marriage or other GBV concerns: 55% (2,053) | 800 | GBVIMS, CM outcome monitoring tool, closure template, Activity Info, Most Significant Change (MSC) Stories. |
| # of adolescent girls and young women who benefitted from counselling, legal assistance, and legal representation regarding civil documentation, legal stay, HLP (housing, land, and property), protection orders and cases related to the penal code. | Output | 1,166  Y1: 500  Y2: 666  Minors: 55% (641)  Adults: 45% (525)  Married: 45% (525)  Risk of marriage or other GBV concerns: 55% (641) | 500 | Attendance sheet, legal tracking database, narrative progress report. |
| # of adolescent girls and young women receiving cash assistance, disaggregated by gender and age. | Output | 3,080[[3]](#footnote-4)  Y1: 1,320  Y2: 1,760  Minors: 45.5 % (1,400), Adults: 54.5% (1,680), Married: 55% (1,679), Risk of marriage or other GBV concerns: 45% (1,401) | 800 | Verification calls for emergency cash assistance provision, narrative progress report, files, database. |
| # of adolescent girls and young women receiving medical consultation by gynaecologist. | Output | 3,733  Y1: 1,600  Y2: 2,133  Minors: 55% (2,053)  Adults: 45% (1,680)  Married: 45% (1,680)  Risk of marriage or other GBV concerns: 55% (2,053) | 800 | Attendance sheet, narrative progress report. |
| # of adolescent girls and young women provided with gender-responsive sanitary and hygiene kits/materials. | Output | 14,000  Y1: 6,000  Y2: 8,000  Minors: 55% (7,700)  Adults: 45% (6,300)  Married: 45% (6,300)  Risk of marriage or other GBV concerns: 55% (7,700) | 2,000 | Activity Info, attendance/registration forms, narrative progress report |
| # of adolescent girls and young women receiving MHPSS. | Output | 5,600  Y1: 2,400  Y2: 3,200  Minors: 55% (3,080), Adults: 45% (2,520), Married: 45% (2,520),Risk of marriage or other GBV concerns: 55% (3,080) | 1,200 | Attendance sheets, CP Activity Info, pre-post tests on wellbeing improvement, progress report. |

[MEAL Work Plan](https://tdhch.sharepoint.com/:x:/r/sites/WIPLBN/MEAL%20Shared/Guidelines%20and%20Tools/BPRM%20-%20M%26E%20Plan%20Tdh_Content%20simplified_EN.xlsx?d=w03add715f9814150a3d2adaeb3610a19&csf=1&web=1&e=NQamty)

1. 1 Inter-Agency SGBV Task Force Lebanon. 2021. The Impact of Lebanon’s Fuel and Electricity Crisis on Sexual- and Gender-Based Violence Programming. (Following: SGBV Task Force, 2021)

   2 Vulnerability Assessment of Syrian Refugees (VASyR), 2021. Preliminary results.

   3 Child marriage as a coping mechanism. UNICEF Lebanon. July 2021.

   4 SGBV Task Force, 2021.

   [↑](#footnote-ref-2)
2. Y1: 50% Beirut/Mt. Leb. & 50% Bekaa/Baalbek while Y2: 25% Saida, 35% Beirut/Mt. Leb, &40% Bekaa/Baalbek, Y1 and Y2: 70% Females & 30% Males, 80% Syrian & 20% Host community, 7% PWDs,55% minors, 45% adults, 45% married & 55% at risk of marriage or other GBV concerns**)** [↑](#footnote-ref-3)
3. All 1680 adult beneficiaries of the CM will receive ECA. According to lessons-learnt and UNICEF recommendations, cash assistance provided to minors can cause harm in certain situations. Therefore, the number of minors receiving cash assistance is reduced to 1400 cases. Clear assessment criteria will be considered by the CM committee. [↑](#footnote-ref-4)