## Request for Quotation

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| **RFQ Name: Ukraine Cash Consortium (UCC) Gender Equality and Social Inclusion (GESI)**  | **RFQ No: UA-22/033** |
| **Location:** Kyiv | **Correspondence Language(s):** English |
| **Brief Summary Description of Project:** The Ukraine Cash Consortium (UCC) comprises Mercy Corps, Norwegian Refugee Council (NRC), and People in Need (PIN). Mercy Corps functions as the Lead Agency, while NRC and PIN are Consortium Members. The Consortium’s programmatic work currently consists of the implementation of a $100 million, 12-month USAID/ Bureau for Humanitarian Assistance (BHA) award of the same name. The program’s goal is to ***meet emergency basic needs while enhancing the protection environment for internally-displaced people (IDPs), returnees and other conflict-affected people (CAPs) in Ukraine***Mercy Corps seeks a consultant/consultant firm to carry out a joint rapid Gender Equality and Social Inclusion (GESI) and Safeguarding assessment to improve meaningful access and safe and dignified humanitarian programming for IDPs, returnees and other CAPs within Ukraine.  |
| **RFQ Available from:**July 6, 2022 to July 20, 2022  | **RFQ can be downloaded from:** **www.mercycorps.org/tenders** |
| **Deadline for Offer Submission:**July 20,2022 by 17:00 on GMT+3 | **Submit Offers to:** **Email:** **dsokolov@mercycorps.org** |
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***Mercy Corps reserves the right to accept or reject any late offers***

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| **Questions and Answers (Q&A)** |
| **If any, Submit Questions in writing to the email:** dsokolov@mercycorps.org |
| **Last Day for Questions:**July 13, 2022 by 17:00 pm | **Questions will be answered by:**July 15, 2022 |
| **Questions will be answered through:** MC email: dsokolov@mercycorps.org Consolidated answers will be published on the websites for the benefit of all prospective bidders and/or sent to all bidders |
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## Scope of Work

Ukraine Cash Consortium (UCC) Gender Equality and Social Inclusion (GESI) and Safeguarding Assessment

##### June 2022

**Introduction**

The Ukraine Cash Consortium (UCC) comprises Mercy Corps, Norwegian Refugee Council (NRC), and People in Need (PIN). Mercy Corps functions as the Lead Agency, while NRC and PIN are Consortium Members. The Consortium’s programmatic work currently consists of the implementation of a $100 million, 12-month USAID/ Bureau for Humanitarian Assistance (BHA) award of the same name. The program’s goal is to ***meet emergency basic needs while enhancing the protection environment for internally-displaced people (IDPs), returnees and other conflict-affected people (CAPs) in Ukraine.*** This goal will be achieved through three Purposes:

 **Purpose 1:** Address basic needs of households in areas of Ukraine where markets are functioning through provision of Multipurpose Cash Assistance (MPCA)

 **Purpose 2:** Address basic needs of households in areas of Ukraine where markets are weak through provision of water, sanitation, and hygiene (WASH), Shelter, and Food-Assistance.

 **Purpose 3:** Provide access for internally displaced persons (IDPs) and conflict-affected persons (CAPs) to critical protection information.

Purpose 1 will be implemented by Mercy Corps, NRC, and PIN, while Purpose 2 will be implemented by Mercy Corps and PIN only, and Purpose 3 will be implemented by Mercy Corps only. As the name implies, UCC is designed with a strong preference for MPCA, meaning that resources will be shifted from Purpose 2 (in-kind assistance) into Purpose 1 (MPCA) whenever market conditions are conducive to cash and voucher-based assistance.

Mercy Corps seeks a consultant to carry out a joint rapid Gender Equality and Social Inclusion (GESI) and Safeguarding assessment to improve meaningful access and safe and dignified humanitarian programming for IDPs, returnees and other CAPs within Ukraine.

**Purpose / Project Description:**

The purpose of the GESI and Safeguarding assessment is to better understand the gender, social inclusion and safeguarding dynamics of IDPs and CAPs in Ukraine, which will serve to inform safe and inclusive cash assistance, in–kind distributions and access to information. The specific objectives of the assessment are to:

Objective 1: Secondary literature review of all available reports and evaluations on GESI safeguarding risks facing CAPs inside Ukraine pertaining to distributions, in particular MPCA, voucher assistance and non-food item distributions.

Objective 2: Data collection to assess GESI dynamics and related protection and safeguarding risks facing program participants, organizations implementing distribution activities and likelihood of violations occurring in target geographic areas.

Objective 3: Final report detailing findings from the secondary and primary data collection and providing specific recommendations to mainstream gender sensitivity and intentionality of inclusion in cash or in-kind distributions and information sharing; mitigation of related safeguarding risks facing CAPs; and implications for safe program delivery. The report should include a set of standard good practice mitigations to reduce and mitigate the risk of GBV, child safeguarding, human trafficking and SEA.

Priority caseloads for assistance inside Ukraine are projected to be as follows – noting vulnerability levels will vary within the overarching criteria – but would form the benchmark basis for geographically based prioritization of assistance:

Priority Group #1: households either in or coming from villages, towns, and cities under siege conditions or in front-line conflict contact zones

Priority Group #2: those returning to badly damaged homes in conflict affected villages, towns and cities during tentative phases of post-conflict

Priority Group #3: households outside of the direct line of conflict who have moved towards safer areas before conflict took hold in their home locations (priority group #3).

**Consultant Objectives:**

Gender Equality and Social Inclusion (GESI)

The purpose of the Gender Equality and Social Inclusion (GESI) portion of the assessment is to better understand the gender and social inclusion dynamics of Internally Displaced Persons (IDPs) and Conflict Affected Persons (CAPs) in Ukraine that will serve to inform socially inclusive cash assistance and in-kind distributions. The specific objectives are to:

* Understand existing household level gender roles, responsibilities and relations around **decision-making and control of resources** **in and outside the household** in different communities (ex: Roma) and how they have been impacted by the conflict**.**  Particular interestwith understanding how gender and social identities (LGBTQIA+, minority groups, people with disabilities) affects access and use of cash/in-kind materials and information. For cash/in-kind materials this includes the management of cash/in-kind materials, prioritization of how cash/in-kind materials are used, and who and where cash is accessed including the use of technology like ATMs and mobile cash exchanges. Understanding how intersectional gender/age/social identity affects access to information including information needs and information/communication channels including technology, digital information and social media.
* Identify the unique barriers and opportunities that prohibit or enable women, men, girls, boys and marginalized populations, (female headed-households, elderly, LGBTQI+, Roma, people living with disabilities, etc.) including intersectional identities, from safely accessing cash, in-kind distributions or information. This should include identification of trusted support networks commonly used by marginalized populations and the means by which they access support networks.
* Identify the underlying social norms, both positive and harmful, that determine social relations and social inclusion and contribute to constraints or opportunities to the participation of marginalized groups, including those who rely on social support, those who have lost their livelihoods and those in areas where there are barriers to accessing cash and in-kind distributions.

Additional considerations:

* What are the gender and social exclusion related barriers and risks associated with collecting and receiving cash and in-kind assistance including social and cultural attitudes and safeguarding risks? How do gender and intersectional identities (ex: Roma community, LGBTQIA+ community, people with disabilities, and other minority groups) affect barriers and risks to receiving cash and in-kind assistance?
* How can cash distributions foster positive and sustainable gender and social inclusion roles with the context?
* How can the consortium prioritize those who are experiencing increased barriers to accessing cash, such as affected populations in occupied territories and in the areas of active conflict, in rural areas, and those without civil status documentation?
* What are the specific gendered needs, different coping mechanisms/strategies and emerging opportunities for women, men, boys and girls from different social backgrounds (Roma, LGBTQIA+, people with disabilities, ethnic/ religious minorities) about accessing programmatic services, information and resources? For instance, how does age, sex, economic status, and social identity affect digital literacy capacities and needs?
* How have gender and social inclusion/exclusion norms changed since the conflict began and what coping mechanisms/strategies are being used?
* Describe any discernible difference between urban and rural communities.
* Is there any variation in how displacement status and gender dynamics interact based on the destination location? How does treatment differ based on location?

Safeguarding

Safeguarding is the responsibility of all staff, operations and programs (including implementing partners, daily workers, contractors, consultants) to not cause any harm to the community or participants we work with and not to increase risk of abuse or exploitation. The purpose of the safeguarding component of this assessment is to assess potential harm towards program participants caused by staff and hired external representatives such as implementing partners, daily workers and enumerators. The assessment should look at:

* Sexual exploitation, abuse, harassment risks facing participants who take part in the cash/in-kind distributions, or other program activities
* Specific contextual risks of harm caused by implementing partners or contractors
* Human trafficking and child safeguarding risks of implementing directly, through partners or remotely; particularly during cash/in-kind distributions, but including other program activities

The report should include a set of good practice mitigations to reduce and mitigate the risk of child safeguarding, human trafficking and SEA. This means drawing up a practical list of risk reduction measures, where harm may be caused by humanitarian staff or contracted partners, articulated as action points such as ensuring sufficient and appropriate safeguarding staffing, gender-balanced teams and supervision. There should be practical recommendations, tailored for the context, included for consortium members to build from. Other practical recommendations may include safeguarding sensitisation for participants or inclusion of hotline information on debit cards for MPCA. This evaluation should provide an indication of the safeguarding risks facing Conflict Affected Persons in Ukraine and the implications for program delivery.

**Consultant Activities:**

The consultant will design the GESI and Safeguarding assessment methodology including the instrument itself, and will develop operational elements of this survey work including considerations around format, length, accessibility, and data output structure, flow, and linkages with the Mercy Corps Ukraine system.

Given the active and dynamic nature of the conflict, access constraints may limit or restrict the consultant’s ability to be in-person with the possibility that this consultancy could be entirely remote. Secondary literature and remote/virtual interviews will play a key role. If the consultant intends to conduct Focus Group Discussions (FGDs), they should outline where these will take place and what steps will be taken to mitigate any potential risk to participants.

The consultant will be expected to determine target geographic locations based on the Priority Groups listed in the Project Description and the objectives and considerations listed above as well as design a sampling strategy that is rigorous, but flexible enough to capture statistically significant populations within the priority groups. Due to the sensitivity of the context and the accessing information about marginalized groups who may experience stigma or other forms of harm, the consultant should develop a safety plan outlining risks and contingencies to collecting data safely.

Given sensitivities with accessing LGBTQIA+, Roma, People with Disabilities (PWD) communities it is anticipated that beyond Key Information Interviews (KII) and Focus Group Discussions (FGD), interviews with local Community Based Organization (CBOs) that serve marginalized populations will be prioritized. Where possible data about people with disabilities should be nuanced and show examples related to different functionalities such as challenges with mobility, vision, hearing, cognition and self-care.

Mercy Corps will provide required reading consisting of recent relevant assessments and secondary data. The consultant will be required to identify key gender, protection and safeguarding gaps from the literature and then devise the survey methodology based on what additional data is needed to better inform GESI and Safeguarding for the purpose of cash and NFI distributions. The consultant is strongly recommended to also contact and interview PSEA Ukraine Network members in relation to safeguarding risks and mitigations as they are facing similar challenges.

**Consultant Deliverables**:

The Consultant will provide the following deliverables:

* Inception report with methodology and workplan
* Desk review summary report
* Draft tools
* Revised tools
* Enumerator training (if needed)
* Draft report with findings
* Workshop with team to discuss findings/initial recommendations with program team
* Final report with specific recommendations and actions

**Timeframe / Schedule:**

The consultant will provide a report with specific recommendations and actions by August 15, 2022.

**The Consultant will report to:**

The consultant will report directly to the Consortium Director, located in Lviv with periodic communication with the Safeguarding Advisor and/ or Safeguarding Manager and the Sr Director for Gender Equality and Social Inclusion, if available during the study period.

 **Required Experience & Skills:**

* Master’s degree or equivalent experience in social sciences, research, or related field
* At least 5 years of experience conducting research for humanitarian assistance, complex emergencies,
* Strong methodological experience in quantitative and qualitative research
* Prior experience with coding in Ona or similar technology
* Experience conducting assessment studies for gender equality and social inclusion, safeguarding and/or protection, multi-purpose cash assistance, non-food item distribution and food security.
* Ability to remotely manage and coordinate with stakeholders
* Offers a strong understanding of how power, gender, and intersectional dynamics can influence data collection results, and experience conducting power and gender-sensitive FGDs
* Written and oral fluency in Ukrainian, Russian, and English required
* Detail oriented to ensure quality and consistency

**Please submit the documents mentioned below:**

**Eligibility Criteria:**

1. Country Minimum Standards for Consultants/Consultant Firms
2. Additional Criteria: Experience producing GESI and safeguarding analyses using primary and secondary literature and data, including for contexts that cannot be directly accessed

**Evaluation Documents:**

1. Proposal documents, specifying methodology, data sources and key informants, bios of people involved, and proposed timeline, as concise as possible
2. Cost proposal (integrated into the proposal documents or presented as a separate document)
3. Excerpted or redacted example of similar past work, if available