



TERMS OF REFERENCE FACILITATION OF EXCHANGE AND LEARNING OF VOICES FOR INCLUSION IN SIERRA LEONE

Background and Rationale

1. Background of the Project Voices for Inclusion

People can face exclusion on multiple levels, based on their gender, age, ethnicity, disability, class, orientation etc. However, some people face discrimination for different reasons simultaneously. For example, girls living with disabilities face triple exclusion (age, gender and impairment). Effective advocacy strategies, to address such complex forms of social exclusion, are rooted in an understanding what drives exclusion. For advocacy strategies, to be more inclusive, an intersectional approach provides insight in how to respond to the specific needs of a diversity of identities. It gives the opportunity to design comprehensive advocacy framework that can accommodate to a wide range of diverse identities. Moreover, an intersectional approach also points towards the importance of cross-issue alliance building. Where multiple identities are associated with interrelated forms of discrimination, it makes sense for advocates to join forces and strengthen their case.

The Liliane Foundation and the Dutch Coalition of Disability and Development¹ aim to bring together marginalised groups from Africa and Asia through peer-to-peer exchanges to look at advocacy from an intersectional perspective. Therefore, they organise the 'Voices for Inclusion' project that is funded by Voice².

2. What does the Project Voices for Inclusion look like

The 'Voices for Inclusion' project focuses on *learning* between *different types of marginalized groups* in 5 countries (Sierra Leone, Rwanda, Nigeria, Indonesia and Philippines) and to discover if collaboration between these groups can lead towards more effective influencing of policy and practices. The learning questions for the project are:

1. What lessons can (organisations in) different marginalised people's movements learn from each other in terms of lobby & advocacy strategies, mobilising support, overcoming internal differences and promoting inclusion within their movement?
2. What are, with regards to lobby & advocacy, best practices (with the potential to be more widely used) and innovative practices (original and promising approaches) in different marginalised people's movements?
3. How can advocacy strategies best take into account the diverse identities and experiences of different 'categories' of marginalised people?
4. What are the opportunities and constraints for marginalised people's organisations for new and innovative alliances with groups of other 'categories'?

To be able to answer these questions, the project consists of 2 phases:

Phase 1: Site visits & learning event at country level

In June and July 2019, 3 selected organisations in each country will visit one another to understand each other's approach on influencing policy and practices, based on a sound practice. These peer-learning visits will be guided by a national consultant. The insights from these visits will be collected and further discussed during a learning event in a central place in the country. Consequently, all insights will be captured in one learning report per country.

¹ For more information see: www.lilianefonds.org ; www.dccd.nl

² For more information see: www.voice.global



Phase 2: International learning event

In October or November 2019, the representatives of the 15 participating organisations are gathering for a 3-day international learning event in The Netherlands. During the first 2 days, participants will share their sound practices on advocacy and learn about the importance of intersectionality for effective advocacy. The third day will be the participation to a public event.

Awards

During the international learning event, several awards will be handed out. There is an award of €5000,- per country for the most exemplary influencing practice, which has already been, or is currently being, implemented. It's up to the winning organisation to use the price for further advocacy.

Additionally, there is one larger price to win: The Voices for Inclusion Award, for an innovative project. This is a grant of €25.000 for a project proposal focused on advocacy with an intersectional approach. This project should be a result from the learning during the Voices for Inclusion project, and be submitted by a coalition of organisations, before the start of the international event.

The jury which will select the winners will be composed of role models for inclusion, with diverse representation of all target groups.

Facilitation of Phase 1

We are looking for a consultant to facilitate the first phase of the project in Sierra Leone. This phase entails a number of steps as described below.

Step 1 Call for proposal of organisations

In May a call for proposals in each country will be launched. Organisations will be selected based on pre-set criteria (will be shared after selection). Per each country 3 organisations or consortia of organisations will be selected. The selection of the organisations will be done by June 7th by DCDD-LF in collaboration with the consultant.

Step 2 Organisation of exchange visits

The selected organisations or consortia of organisations will visit each other's implemented sound practice projects to learn and improve their submitted projects. A maximum of 3 staff representing each organisation or consortium will participate in the exchange visits and in the learning event. This exchange will take place in the month of June 2019. Each visit will take 3 days, including travel time.

Step 3 Facilitation of the learning event

The final learning event will take place in the month of July, following the exchange visits. This will be a one day event. During this event the participants will improve their submitted Sound Practices and will develop their Innovative idea to submit for the awards. There is a max budget of € 1.700 excluding accommodation, travel and food for participants.

Expected deliverables

Below an overview of the expected deliverables including a time frame.

Expected Result	Time frame	Milestone
Selection procedure for organisations	27 th May till 7 th of June	June 7 th
3 Exchange visits conducted	June 2019	End date 5 th July
Content-visuals-updates of exchanges	During and after exchange/learning event	
Learning event organised	July 2019	By 19 th of July
Sound practices re-written for submission		July 22 2019
Innovative projects first version		July 29 2019
Draft report of the exchange visits and learning session		July 29 2019
Final Learning report at the end of the mission		August 31 2019

Roles and Management

As consultant you are responsible for the facilitation of the process as described above.

What will DCDD-LF do:

- Will facilitate in distribution of the call for proposals;
- Will have final say in the selection of the organisations;
- Will provide content advice on the exchange visits;
- Will arrange the budget for the exchange visits and learning session in each country ;
- Will provide feedback on the reports;
- Will manage the contractual arrangements with the participating organisation.

Experience and skills

We welcome proposals from consultants which have:

- Experience in working with different types of marginalized groups such as: *(1. Indigenous groups and/or ethnic minorities; 2. Age-discriminated vulnerable groups, notably the young and the elderly; 3 Groups discriminated by their sexual orientation, gender identity and/or expression, and/or sexual characteristics (SOGIESC); 4. People living with disabilities. 5. Women facing exploitation, abuse and/or violence);*
 - Good experience working with groups facing multiple forms of discrimination;
 - Strong expertise in facilitating learning/exchange visits in an inclusive and participative manner;
 - Ability to coach others in exchange visits;
 - Experience in working in projects and or programmes related to influencing policy and practices, (including lobby and advocacy);
 - Experience in creative (visual) documentation;
 - Values stakeholders through active involvement and engagement;
 - Speak fluent **English**, and a local language;
 - Pleasant to cooperate with; ability to adjust to different situation;
 - Good logistical skills;
 - Gas good communication and reporting skills.

Selection Process

Interested consultants are requested to send a short letter of interest and a proposal covering proposed methodology, time frame, and budget for the following:

- Initial action plan for the exchange visits (finalised after selection of organisations)
- Set up for the learning event (programme)
- Insight in how learning during the field visits and learning event will be captured.
- Insight in how will be catered for the different needs of the participants.
- Budget according to the details as described in the section on budget and planning.

Together with the proposal as defined above also submit:

- Curriculum Vitae or portfolio.
- Example of a project or programme in which you facilitated exchange and learning preferably related to the topic of intersectionality.
- References to two previous clients

Consultants that identify with one of the marginalised groups are encouraged to apply. Proposal needs to be submitted latest by the **6th of May**:

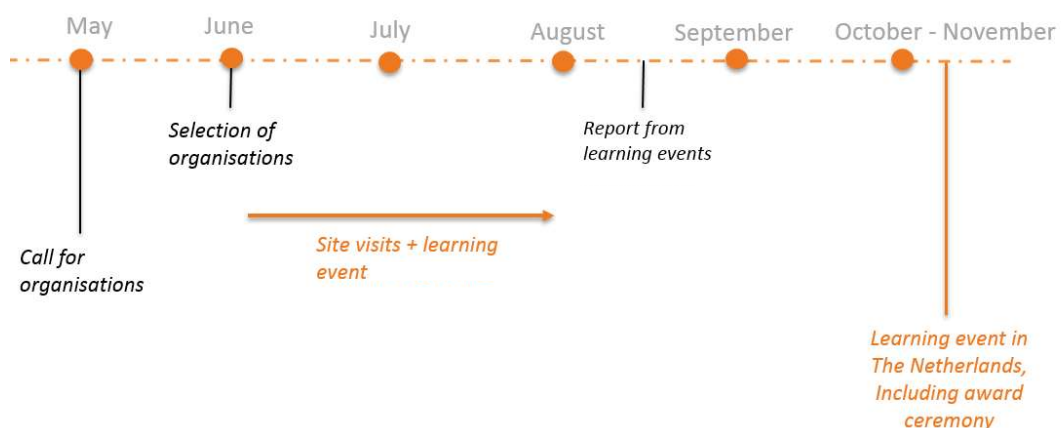
DCDD-LF

Project leader: KRozendal@lilianefonds.nl and M&E Advisor Ahofs@lilianefonds.nl

We will inform you latest by **the 17th of May** if you have been selected. Selection procedure will include an interview via skype/bluejeans/etc.

Planning and budget

Below a visual of the overall planning for the project.



Details of the planning have been shared in the section on results. Regarding the budget, there are set amounts allocated to cover costs of participants of the exchange visits and for the organisation of the learning event. Upon selection these details will be shared and discussed.

Please provide us with:

- Daily fee rate includes travel/accommodation/other expenses.³
- Anticipated number working days needed for
 - Selection of the organisations
 - Preparing of the exchange and documentation
 - Preparing of the learning event and documentation
 - Report writing
 - Other anticipated budget costs

Budget needs to be submitted in excel. Please include local currency and euros, using [OANDA.com](https://www.oanda.com)



³ In case selected organisations require long distance travel this will be reimbursed on actual costs.