Aawaz II: Inclusion, Accountability and Reducing Exploitation Programme

EOI for Resource Partner for Aawaz II

# OVERVIEW

Aawaz II works with local communities in Khyber Pakhtunkhwa (KP) and Punjab provinces to promote rights of children, women, youth, religious minorities, persons with disabilities and other marginalised groups, to facilitate and strengthen their development.

Aawaz II has two implementation levels: institutional development delivered through the United Nations Joint Programme (UNJP), and community engagement delivered through British Council. The community engagement component, relating to community dialogue, awareness, voice, social cohesion and tolerance is being implemented in 37 districts of Punjab and Khyber Pakhtunkhwa, through district and provincial partner organisations in selected districts of KP and Punjab. The community component focuses on providing information referrals, facilitate citizen-state engagement for uptake of services and enhance capacities of local communities for behaviour change to reduce community acceptance of child marriage, gender-based violence (GBV), intolerance, exclusion, exploitation and harmful practices and pre-empt conflicts.

Aawaz II is The programme, implemented in 22 districts of KP and Punjab during January 2020 – December 2022, is expanding to an additional 15 districts for the period January 2023 - March 2027.

## British Council

The British Council is the UK's foremost cultural relations organization dedicated to building trust and understanding between people from all cultures. We operate in over 110 countries. Pakistan is one of the British Council’s highest priority countries with our work focusing on education, skills for employability, English, creativity and youth. British Council is implementing Aawaz II programme.

## Summary of Programme Structures and Activities

**Aawaz Aagahi Centers (AACs)** are established in communities as information hubs related to rights and service provision, with a focus on the key thematic topics mentioned above. The Centres are responsible for providing support to communities for advocacy and actions against harmful practices and engagement with duty bearers. The AACs are managed by community volunteers (resource persons).

**Village Forums / Neighbourhood Forums (VFs/NFs):** VFs represent a cluster of villages through their membership and comprise of community members including women, men, transgender persons, persons with disabilities and minorities. Through a participatory process, VFs identify their priorities for behaviour change addressing harmful practices and engagement with local duty bearers.

VFs implement collective community action plans on Aawaz II thematic areas to mitigate challenges linked with gender discrimination, violence against vulnerable groups, child early and forced marriages, gender-based violence (GBV), social cohesion and intolerance.

**District forums (DFs):** District Forums, comprising of district level stakeholders engage with VFs, Aagahi Centres and Provincial Forum to discuss communities’ concerns and engage with district administration, and duty bearers to resolve citizens’ priority issues.

**Aawaz II Change Agents (ACAs):** ACAs are youth volunteers, selected through a rigorous process to implement awareness raising and behaviour change activities with local communities. After a learning and mentoring process, ACAs develop and implement social action projects for advocacy and awareness on GBV, early/forced marriage, intolerance and exploitation.

**Behaviour change communications:** Aawaz II implements various behaviour change interventions to aware, inspire and promote behaviour change among communities including dissemination of awareness message (IEC material, posters, animated videos), radio campaign, social media campaign etc.

**Consultation, dialogues and learning forums:** Aawaz II organises various consultations and dialogues with provincial and district level stakeholders to facilitate citizens, particularly the marginalised group such as PWDs, transgender persons and religious minorities and engage them in discussions on key issues with relevant service providers, government departments and other stakeholders. Learning forums are organised to provide opportunities to members of village and district forums, communities and field teams to share their experiences, get information about the policies that protect their rights, and strengthen their linkages with officials associated with different departments and organisations at tehsil and district level.

# Expression of Interest for Partnership

Aawaz II is implementing community-engagement interventions in 37 districts of KP and Punjab, in partnership with civil society organisations. The programme also has two provincial partners for advocacy and policy actions on issues affecting local communities. Phase 1 of the programme is closing on 31st December 2022 and Phase 2 will begin in early 2023 with a focus on 15 districts of KP and Punjab. Capacity building activities including orientation sessions, learning forums, trainings, dialogues and educational and awareness raising material are key aspects of programme interventions for behaviour change among communities.

This call invites proposals from qualified resource organisations to partner with British Council in managing Aawaz II capacity building interventions around trainings and learning forums with a focus on programme’s themes and target vulnerable groups. Key functions include delivery of capacity building activities, quality assurance, impact assessment of participants, research, working with vulnerable groups (women, youth, religious minorities, PWDs, and transgender persons), producing technical documents on thematic areas, and engaging closely with communities, partner organisations, duty bearers and other stakeholders.

This will include but not limited to development and revision of training material including manuals, handbooks, thematic papers and other research and policy documents, delivering capacity building activities, conducting ToTs, orientation sessions and other training activities for programme teams and partners, quality assurance and assessment of activities; documentation of capacity building processes and its impact; submission of high quality progress reports in addition to recommending programmatic changes, as needed.

Expertise on inclusion specifically focusing rights of women, youth, religious minorities, persons with disabilities and other vulnerable groups are mandatory. The broad areas for programme activities include core themes, i.e., gender equality, social cohesion and inclusion focusing behaviour change and community engagement.

## Envisioned Role for Resource Partner:

The Resource Partner will be expected to provide technical and operational support for building and strengthening linkages with excluded groups, manage trainings and capacity building activities in 15 districts, in coordination with the Programme Management Unit (PMU) of Aawaz II. The resource partner will be selected for its expertise in capacity building and providing technical expertise on capacity enhancement and learning, quality assurance, communications, thematic programming, vulnerable groups etc. and will support the PMU for specific activities at specific intervals and assist with case studies etc. It will work with smaller organisations and individuals representing vulnerable groups, tapping into their experiences and expertise to benefit the Aawaz II programming. The resource partner will work closely with the PMU and district partners.

The selected organization will be responsible for:

**Capacity Building** at multiple levels i.e. TOTs with district community facilitators, training sessions with AAC resource persons and VF members, orientation of district teams, and exposure visits. This entails:

* Developing and revising programme documents including manuals, handbooks, IEC material and papers etc.
* Development of bespoke content appropriate for low literacy audiences on core thematic areas (for instance child marriages, intolerance, gender-based violence etc.) focusing marginalised groups including women, youth, minorities, transgender persons, and persons with disabilities, etc.)
* Customising training methodologies to deliver the shared and bespoke content in a standardised manner using innovative and tools
* Deploying a team of excellent facilitators to conduct TOTs, orientation sessions, learning forums and other activities and mentoring the community facilitators in partner organisations.
* Sessions on Core and Thematic issues and safeguarding for district team and Resource Persons
  + Identify and train ACA master facilitators district teams on ACAs module (including safeguarding)
* Conduct knowledge building session on digital literacy skills for behaviour change
* Training of AACs resource persons, for PMU, PP, DSPs on AACs handbook
* Sessions on social accountability and Safeguarding for VF
* Sessions on Conflict pre-emption and social cohesion with focal persons (EWS-ERM), selected village and district forum subgroups and selected community influencers
* Monitoring and documentation of training and content delivery;
* Evaluating learning outcomes, by conducting pre and post assessments, to gauge the effectiveness of learning objectives to scale-up and identify target groups’ further learning and capacity building needs;
* Develop and implement quality assurance guidelines for capacity building activities focusing behaviour change and citizen engagement;
* Together with PMU/PPs – Provincial Learning and sharing forum with VF, DF members and Aawaz Change Agents
* Producing high quality reports and other material on behaviour change and citizen engagement activities concerning different components of the programme

**Inclusion**

* Build linkages with marginalised groups including youth, religious minorities, transgender persons, and PWDs
* In consultation with vulnerable groups:
  + Produce knowledge products on vulnerable groups – Positions Papers and Policy Briefs
  + Provide technical advice for inclusion of excluded groups within Aawaz II structures;
  + Support advocacy initiatives to promote rights of religious minorities, transgender persons, and PWDs
  + Plan and implement engagement activities with excluded groups at village, district and provincial level;
* Produce briefing and policy papers, fact sheets, case studies etc. and other material focusing thematic areas and focus groups of the programme;

Resource Partner will ensure embedding ‘safe programming’ as a core element for all stakeholders to ensure key programme principles are reflected in implementation, i.e. safeguarding, leave-no-one-behind, conflict sensitivity and inclusion;

## Expected Role and Responsibilities of Resource Partner:

The selected organization is expected to have relevant expertise and understating to use innovative approaches for capacity building and social inclusion and methodologies considering contextual limitation such as pandemics and technological challenges to undertake the following listed activities:

**Capacity building:**

**i) Material and documents:** Aawaz II has developed various modules, manuals, guidelines, handbooks specifically tailored to the contextual needs in connection with the programme’s overall purpose, approach and theory of change.

The selected organization will be required to secure their understanding of already developed material, cross-analyse it with programme’s purpose and approach with documented learning from the implementation experience. It would lead to the changes and amendments that may be required in already developed material and content for the trainings and capacity building sessions and the need for the development of any new material or content.

Partner organisation will also be responsible for producing policy and briefing papers, training material including manuals and other documents as well as technical review of programme material.

**ii)Training Sessions**: Partner organisation must have a team of experts to plan and implement ToTs and other largescale activities at village, district, provincial and national levels. Expertise are required on technical and operational areas of Aawaz II focusing behaviour change, citizen-state engagement, conflict pre-emption and social cohesion; specifically targeting children, women, transgenders, minorities and persons with disabilities. The capacity building areas include but not limited to:

* Core & Thematic Modules covering Gender Equality & Mainstreaming, Child Early & Forced Marriages, Gender-based Violence, Intolerance towards Minorities and Transgenders, Conflict Sensitivities, Safeguarding, etc.
* Community Aagahi Centers Handbook and Referral Mechanisms (including referral directories)
* Social Mobilization and Community Engagement
* Conflict pre-emption and Early Warning System
* Social Accountability and digital literacy
* Training of Aawaz Change Agents
* Technical backstopping to Aawaz Change Agents and Resource Persons in cascading the trainings and sessions
* IEC material including audio visual tools

Programme interventions include village, district and provincial level activities with communities, civil society and duty bearers.

**iii) Mentoring and Other Innovative Approaches:** The scope of work specifically includes innovative approach and ways of supporting the trainers, resource persons and Aawaz Change Agents for implementing trainings, sessions, community dialogues and engagement activities. The capacity building partner should have established footprints in the field to support the trained pool of trainers/resource persons in their work; if not an exclusive operational presence. The resource partner will propose innovative methodologies of mentoring without incurring additional and extensive costs on travels and logistics. This is to be noted that Aawaz Change Agents develop Social Action Projects as part of the trainings linked with Aawaz core themes and priorities, and therefore the resource partner has to play a mature and strong technical backstopping role in the development of such plans and projects.

**iv)Quality Assurance:** To ensure quality of programme activities, the resource partner is expected to develop and implement a mechanism to monitor the quality various capacity building sessions, trainings and learning activities. This has to be based on proven and evident past experience of the partner through the implementation of similar projects in same provinces.

**Social Inclusion**

**i)Ensuring inclusion in programme activities**: The Resource Partner must have expertise on programming and campaigning for the rights of excluded groups. It would include initiatives promoting inclusion and enhancing status of transgender persons, PWDs and minorities. The partner organisation will ensure that programme activities implemented by downstream partners are aligned with the theory of change of Aawaz II by holding engagement activities with local partners, field teams and other stakeholders.

**ii)Liaising with excluded groups**: The Resource Partner will coordinate with the groups and organisations of excluded groups in Aawaz II districts to build its linkages with Aawaz II structures. Where needed, Special Interest Groups will be formed to encourage marginalised groups’ participation in behaviour change activities. Partner organisation will organise engagement activities for Aawaz II focused groups at provincial and district levels.

**ii)Advocacy for behaviour change**: Partner organisation will plan advocacy interventions to promote the rights of marginalised group in Aawaz II districts. For this purpose, coordination and engagement activities will be planned for Aawaz II partners. Through a consultative process, advocacy initiatives will be planned to promote and enhance inclusion within programme structures.

**Reporting and Documentation**

While the details of the reporting will be shared only with the selected partner organizations/firms, however, they will be expected to produce result and outcome-based reports that not only should document the process but also immediate quantitative and qualitative results of agreed activities. In addition to the event-based reporting, selected partner will also be required to submit monthly progress reports covering overall efforts of the month with the focus on intended outcome of the programme.

### Other key requirements

* Ensure recognition and compliance with programme’s Theory of Change and Pathways.
* Maintain the programme and financial record as per the agreement.
* Undertake all activities whilst adhering to British Council’s data privacy / confidentiality clause and British Council’s policies. See: [https://www.britishcouncil.org/about-us/how-we-work/policies/information- security-privacy](https://www.britishcouncil.org/about-us/how-we-work/policies/information-security-privacy)
* Undertake activities whilst adhering to British Council’s safe-guarding and do-no-harm policies

# Expression of Interest (EOI) Submission

Interested organizations are requested to share the following documents and details and the selection will be based on organization’s proposed approach, innovative methodologies, particularly the team, suitability with programme and this EOI’s objectives, previous experience, organizational profile and financial strength to manage contracts on granting basis with successful submission of the deliverables and past experience of managing similar partnerships.

Complete EOI pack should include:

* Complete EOI application (using attached template)
* Application Form through MS Form, kindly use this link to access the MS Form for online submission;
* <https://forms.office.com/Pages/ResponsePage.aspx?id=wXVirt3MRkCyoWJFosyj7GhN9OiUGsxJmW_TS0-2CXNUNVZIUkhTV0QwV1I3R0paMEhRMU9ONlY1US4u>
* Company profile, including relevant experience, area of expertise and overall capability
* Company setup in terms of operational presence, and technology and equipment for distance learning modalities. Demonstrate capability to execute different kind capacity building activities such as: material development, monitoring and evaluating learning, mentoring the participants in the field and from the distance, documentation and event/progress reporting and delivering training sessions across listed districts of KP and Punjab,
* CVs of key experts including material development, facilitators, documentation and other relevant personnel and pre-teaming agreements signed with all team members committing their availability during the course of assignment. Any change in the team will have to be approved in advance (at least a month before) by the Aawaz II Programme whereas partner will have to ensure the replacement to own same level of expertise and profile as was originally proposed for a team member.
* List at least three relevant past experiences, clients, durations, and approximately managed budgets
* Listing the organizations unique capabilities and value addition that will enable them to undertake this work for Aawaz II.
* Potential challenges and mitigation strategies
* Proof of registration from respective government authorities
* Attach an organisation chart, audited financial statements with management letter for last two years.
* List of clients and their feedback/performance certificates
* Disclosure of partner companies

## Assessment Criteria:

* Legal status as registered for profit or not for profit.
* Applicant to have Government of Pakistan permission/ NOC from competent authorities to implement such assignments/activities
* At least seven years of experience in planning and implementing capacity building programmes with civil society, especially in KP and Punjab.
* At least worked on 3 large scale projects similar projects focusing community engagement and citizens engagement
* Profile of the proposed team, technical experts and resource persons
* Expertise on gender, inclusion and social cohesion and thematic areas of GBV and child marriage
* Ability to provide digital/ tech solution alongside ability to deliver in-person training sessions across KP & Punjab.
* Proven experience of Capacity Building, research and assessment projects focused on social issues resulting in intolerance, exclusion and exploitation of vulnerable groups.
* Experience of working with children, youth, women, transgender, people with disabilities and religious minorities in KP and Punjab.
* Applicant must have sound system in place to ensure safeguarding, preventing sexual exploitation and abuse (PSEA), fraud and corruption.
* Organizational systems are clearly established (financial management, compliance, control checks, human resource management, monitoring and evaluation, procurement and systems for the prevention of fraud and corruption)

# Application Submission Deadline

Please submit your completed application form along with other required documentation and organisational profiles by **11:59 PM PST on 10 January 2023** at [Kashif.Hanif@britishcouncil.org.pk](mailto:Kashif.Hanif@britishcouncil.org.pk) to be considered for this partnership.

## Application Submission Process

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| Activity | Date |
| EOI announced | 21 December 2022 |
| Deadline to submit questions/queries  Submit questions on the EoI, application form to:  [Kashif.Hanif@britishcouncil.org.pk](mailto:Kashif.Hanif@britishcouncil.org.pk) | 03 January 2023 |
| Response to questions published on British Council website | 05 January 2023 |
| Deadline to submit Application & Proposals with required documents  *(please note that late applications will not be considered, all submissions to be made on email, applications sent by hand/post/courier will not be considered, individual CVs will not be considered as applications)* | 10 January 2023 |
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## Your Email should include all the following attachments:

1. Complete Application Form
2. Organisational Registration Documents (Scanned copies)
3. Governing Documents (Charter/Bylaws/Memorandum & Articles of Association etc.) including Resolution of Governing Body to Apply for Partnership
4. Organizational registration certificate with relevant authority
5. Audit Reports for the past two years (or one if applicable)
6. Certified Bank Statement *(Last six months)*
7. Details of Organisation’s board of directors and management structure with copies of CNICs’.
8. List of existing/current projects/programmes and donors (past five years)
9. List of offices and sub-offices with locations and address
10. **MoU with EAD and NOC for the proposed district(s)** as part of EOI, where you are implementing existing programmes.
11. Brief profiles of programme management staff