



## TERMS OF REFERENCE (TORs)

### TO DEVELOP A NUTRITION PLANNING AND PROGRAMMING HANDBOOK FOR PLANNERS AND ECONOMISTS

#### **Background**

Food Rights Alliance (FRA) is a coalition of over 40 members comprised of local and international NGOs working on issues of agriculture, food and nutrition security at household, community, and national levels. FRA envisions a “World free from hunger and malnutrition” and works to promote sustainable access and consumption of adequate, safe, and healthy diets for all. The Alliance achieves her mission through building a formidable and diverse network of members and stakeholders that influence policy and practice at different levels; profiling and engaging champions on critical issues on the realization of the right to adequate food, and equipping stakeholders with credible knowledge and information to flag the right to food agenda in policy and practice. FRA contributes to democracy and good governance by upholding the key tenets of participatory democracy; inclusiveness, responsiveness, consciousness, mutual accountability, collective action, and participation in decision-making. The Alliance organizes civil society into issue-focused influencing groupings and enhances collective planning, knowledge and information sharing, and collective action.

FRA is implementing a five-year CASCADE project that is designed to improve food security and contribute to the reduction of malnutrition of at least 1 million women of reproductive age and children in in Uganda. Particularly, FRA contributes to Domain 1 of CASCADE on improving the implementation of existing nutrition-related policies and supports Domain 5 on promoting synergies between relevant actors on data sharing, learning, and strengthening coordination and linkages. The long-term outcome of the project under domain 1 is to improve the food environment and food system and the intermediate outcome is: government bodies effectively implement nutrition-related policies promoting year-round consumption of healthy diets, particularly for women of reproductive age and children. In a bid for FRA to be able to contribute to the aspirations in Domains 1 and 5, the alliance intends to train planners and economists from nutrition implementing Ministries Departments and Agencies (MDAs) on nutrition planning and programming

#### **Rationale for the assignment**

Access to and consumption of nutritious diets are the building blocks for optimal nutrition status and a core element of food and nutrition security. However, in many developing countries, nutritious diets are not accessible because they are not affordable and/or available. Such is the case with Uganda where malnutrition and food insecurity are highly prevalent.

The current high levels of malnutrition and food insecurity in Uganda are primarily attributed to policy challenges. Uganda has a proliferation of policies on food and nutrition



security that are not mutually reinforced or not well implemented at both national and sub-national levels due to capacity constraints to the delivery of government programs. Notably, the government adopted a multi-sectoral approach to planning for nutrition through the Uganda Nutrition Action Plan. However, most nutrition-implementing Ministries Departments and Agencies (MDAs) as well as local governments do not adequately plan, budget, implement, and/or report on nutrition outcomes as guided by the UNAP due to capacity gaps among duty bearers, particularly planners and economists, on how to integrate nutrition in government planning and programming. This exacerbates food insecurity and malnutrition at all levels in the country. It is therefore crucial that government planners, economists, and other relevant government actors have adequate capacity to plan for, budget, and integrate nutrition programs into government plans and programs at all levels to guide implementation for improved nutrition outcomes in Uganda.

### **Objective of the Assignment**

The main objective of the assignment is to develop nutrition guidelines that can guide planners and economists in planning for, budgeting, and integrating nutrition actions into government plans and programs.

Specifically, the assignment seeks to;

- Develop a nutrition planning and programming handbook for planners and economists.
- Engage technical experts in the review of the handbook during the development process
- To facilitate the validation of the nutrition planning and programming handbook for planners and economists.

### **Expected Outputs**

- A nutrition planning and programming handbook for planners and economists.
- Reports on the meetings held to review and validate the handbook.

### **Role and responsibilities of lead consultant**

- Produce a clear outline of the work plan for carrying out the assessment;
- Produce the first draft and amended draft (incorporating comments from relevant reviewers) of the handbook;
- Facilitate a validation workshop with the relevant stakeholders
- Produce the final draft of the handbook according to agreed timelines.

### **Responsibilities of the Contracting Organization**

- FRA will be responsible for commissioning and managing the consultant/s and contract and finalizing details of the work schedule.
- FRA will provide supervisory support to the consultant/s.

### **Contact person**

The contact person for the consultancy shall be the Food Governance Manager, FRA.



### **Duration**

The consultancy will be for a maximum period of 25 working days which must be strictly adhered to.

### **Time Frame**

1. Submission of EOI by 3<sup>rd</sup> May, 2023
2. Review of EOI by FRA 4<sup>th</sup> May, 2023
3. Signing of contract with Consultant by - 5<sup>th</sup> May, 2023

### **Qualifications for a lead consultant**

A suitable consultant shall have the following qualifications;

1. Minimum of a Master's degree in nutrition, economics, social sciences or any other relevant field of study;
2. Demonstrable experience in assignments of similar nature, including understanding the nutrition planning and governance architecture in Uganda;
3. Professional experience in conducting research;
4. Good analytical skills;
5. Excellent documentation and writing skills, attested by past written papers;
6. Capacity to meet deadlines.

### **Contents of the bid**

Information that is needed while submitting expression of interest includes;

1. Letter of interest.
2. Inception report (clearly showing the methodology, plan of action, and interpretation of Terms of Reference).
3. Any comments/suggestions in relation to this consultancy
4. Financial implication of the undertaking of the assignments of the bid.
5. Detailed profile of the applicant, indicative of previous relevant experience.

### **Statement Of Safeguarding:**

According to FRA's organizational value of accountability, it is our policy to safeguard all individuals involved in FRA's work against risks of exploitation and abuse. FRA will not tolerate exploitative or abusive behaviors by anyone associated with the implementation of FRA's work.

### **Submission of proposal**

Interested consultants (individuals and firms) with experience in executing similar assignments are invited to submit their expression of interest/bids by close of business on 3<sup>rd</sup> May, 2023 with the subject field "Expression of Interest – **Development of a nutrition planning and programming handbook**" addressed to; Executive Director Email: [fra@frauganda.org](mailto:fra@frauganda.org). **Only complete bids submitted by mail will be considered.**