



Caritas Zambia

EXPRESSION OF INTEREST (EOI)

To Conduct a Baseline Study in

**Southern and Western Provinces (Mongu and Monze
Dioceses)**

**For the: Enhancing Livelihoods and Wellbeing of Vulnerable
Families Project**

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1. Project Background

The **Enhancing Livelihoods and Wellbeing of Vulnerable Families** project is being implemented in Monze and Mongu Dioceses targeting 810 households, at least 2000 Children and 10 traditional leaders who will directly benefit from the activities. About 50 religious Sisters will also be beneficiaries through the training that will be conducted to build their capacity to either improve what they are already doing or to be part of the actions this project will be undertaking. The other target population will be all CSOs and government departments operating in the areas that are involved in Child safeguarding activities and livelihoods.

2. Objectives of the Assignment:

Caritas Zambia finds it important to know and have a clear understanding of the status of the participating project beneficiaries involved at the beginning of the project – which is a baseline. The baseline is important because it guides the project regarding the actual context in the project sites and this may also be used at endline evaluation to assess and document what has been achieved or the impact of the project. This assignment will therefore focus on assessing the following:

- 2.1. The food and income security status of the participating households
- 2.2. Sources of income
- 2.3. Types of crops being grown by beneficiaries
- 2.4. Source of safe and clean water
- 2.5. Analysing and understanding of the prevalence and magnitude of child abuse/exploitation and violence issues
- 2.6. Existing child protection structures and systems in the communities
- 2.7. Analysing and understanding existing by-laws related to child protection and safeguarding and
- 2.8. The participation of traditional leaders in issues of child protection and safeguarding
- 2.9. Existing actors in the target areas implementing similar project interventions
- 2.10. Estimated sources of income and amounts realised on a monthly basis.

3. The Baseline Survey Scope and Guide:

- 3.1 The baseline should be triangulated and it will employ a mixed of quantitative and qualitative methods of data collection including;
 - 3.1.1. Desk reviews,
 - 3.1.2. Key informant interviews and Focus Group Discussions (FGDs) with district and community stakeholders and beneficiaries including children from target schools.

Note:

- A total number of six (6) FGDs should be conducted in each diocese/province where at least one (1) FGD per district for beneficiaries and one (1) with the children per target school.
- In each FGD at least 10 people shall participate to share their views on the situation related to livelihoods, climate change and child protection on the ground.
- The FGDs should be held separately from the interviews with children and beneficiaries.
- The key informant interviews should be administered to; traditional leaders, teachers, government officials and local civil society organizations among others.



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4. Expected Outputs:

- a) Hold an inception meeting with Caritas Zambia staff and submit an inception meeting report
- b) Preparation and sharing of baseline data collection tools
- c) Preparation and presentation of the draft baseline report from both the desk review and field report
- d) Presentation of the final report after feedback

5. Qualifications and Competence of the Consultant:

To have successful baseline survey results, Caritas Zambia is looking for a competent person that meets the following qualifications.

- Experience of not less than 3 years in conducting baseline survey
- One with a degree in either of the following: Sociology, Demographics, Community Development, Development Studies, Agriculture or Gender.
- A master's degree in any of the mentioned areas.

6. Proposed Baseline Survey Time Frame:

The following will be the proposed time frame for the Gender audit.

Suggested Date	Suggested Activity	No. of Days
15 th October	☞ Studying and signing of contract	1
	☞ Briefing between Caritas Zambia and consultant Via Zoom	
	☞ Handing over of project document to the consultant via email	
16 th October	☞ Document review ☞ Finalizing of Tools for the baseline Survey in line with the terms in the EOI and signed contract	1
17 th to 21 st October	☞ Interviews with community members and key informants in at least two (2) Districts of Caritas Monze	4
23 rd to 27 th October	☞ Interviews with community members and key informants in at least two (2) Districts of Caritas Mongu	4
30 th to 31 st October	☞ Data analysis	2
1 st to 3 rd November	☞ Report writing	3
4 th November	☞ Draft Report submission	1
7 th November	☞ Feedback from Caritas Zambia to Consultant	3
8 th November	☞ Incorporation of Comments	1
10 th November	☞ Final Report Submission	2
Total Number of Days		22



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7. Application

Interested applicants should send their; CVs and Expression of Interest/ Proposals – indicating the time frame, budget and possible tools to be used by 13th of October 2023 to; gabbymaps@yahoo.co.uk , caritaszambiazec@gmail.com and cc matangamunkonze@gmail.com, edmondkanga@gmail.com, gertsiam@yahoo.com and isaac_mundia@yahoo.com

For more details, please get in touch with Matanga Munkonze on **+260 96 8975619** or **+260 977963727**