



**REQUEST FOR EXPRESSION OF INTEREST  
(Individual Consultants)**

**Coverage: Eastern and Central Africa**

**NAME OF PROGRAMME: The Association for Strengthening Agricultural Research in Eastern and Central Africa (ASARECA)**

**TITLE OF ASSIGNMENT: Consultancy Services for Refreshment of the ASARECA Gender Policy.**

PROCUREMENT REF. NO: ASAR/CONS/2023/00003

**Introduction**

The Association for Strengthening Agricultural Research in Eastern and Central Africa (ASARECA) is an inter-governmental sub-regional organization of the National Agricultural Research Institutions of fourteen countries namely: Burundi, Cameroon, Central African Republic Democratic Republic of Congo, Ethiopia, Eritrea, Kenya, Madagascar, Republic of Congo, Rwanda, South Sudan, Sudan, Tanzania, and Uganda. ASARECA is mandated to coordinate and convene human, physical, financial and institutional capital to implement Agricultural Research for Development (AR4D) initiatives in Eastern and Central Africa (ECA).

Since its inception in 1994, ASARECA has as part of the strategies to ensure gender equality in AR4D targeted women, youth and other vulnerable groups in development and dissemination of agricultural technologies and developed a Gender Policy (2014-2018). In the face of emerging regional agricultural priorities and global challenges such as climate change, food systems and pandemics, the ASARECA Gender Policy needs to be refreshed to address these challenges.

It is against this background that ASARECA intends to refresh its Gender Policy. The Gender Policy will guide the processes of gender mainstreaming for the ASARECA Secretariat.

**Objective**

The objective of this assignment is to refresh ASARECA's Gender Policy with respect to emerging priorities and challenges including climate change, food systems and pandemics.

**Invitation**

ASARECA now invites eligible Individual consultants to indicate their interest in providing the services. Interested persons should provide information demonstrating that they have the required qualifications and relevant experience to perform the services. This should be done in form of a Curriculum Vitae (CV). The selection will be under Individual Consultant Selection (ICS) method set out in IFAD Project Procurement handbook ([www.ifad.org/project-procurement](http://www.ifad.org/project-procurement)).

**The shortlisting criteria are:**

The individual Consultant should have:

- Master's Degree in any of the following fields – Agriculture/Gender studies/Development Studies.
- At least 10 years' experience working in the agriculture sector in ASARECA member countries.
- Experience in developing Gender policies.
- Evidence of research publications related to gender in AR4D.
- Detailed methodology for undertaking the assignment.

The detailed Terms of Reference including the scope of work can be accessed at <https://www.asareca.org/announcements>

**D. Application**

Individual applicants should send their Expression of Interest and comprehensive Curriculum Vitae, indicating the names, addresses, e-mail address, their own telephone numbers, and telephone numbers of three referees by 31<sup>st</sup> March 2023 at 10.00am to:

The Executive Director, ASARECA  
Attn: Procurement Unit,  
ASARECA,  
Plot 5, Mpigi Road,  
P O Box 765 Entebbe, Uganda.  
E-mail : [procurement@asareca.org](mailto:procurement@asareca.org) and [secretariat@asareca.org](mailto:secretariat@asareca.org)

NB

- ASARECA will not take responsibility for late Expressions of Interest
- Only shortlisted candidates will be contacted.

## Terms of Reference for Refreshing of ASARECA's Gender Policy

### 1. Introduction

The Association for Strengthening Agricultural Research in Eastern and Central Africa (ASARECA) is an inter-governmental sub-regional organization of the National Agricultural Research Institutions (NARIs) of 14 countries namely: Burundi, Cameroon, Central African Republic, Democratic Republic of Congo, Ethiopia, Eritrea, Kenya, Madagascar, Republic of Congo, Rwanda, South Sudan, Sudan, Tanzania, and Uganda. ASARECA is mandated to coordinate and convene human, physical, financial and institutional capital to implement Agricultural Research for Development (AR4D) initiatives in Eastern and Central Africa (ECA).

ASARECA developed a ten-year Strategy and Results Framework (2019-2028) together with its 1<sup>st</sup> five-year Medium Term Operational Plan (MTOP-1: 2019-2023). To deliver its Agricultural Research for Development (AR4D) mandate, the Association kick-started the operationalization of the MTOP-I with the implementation of key flagship projects. Among the key flagship projects under implementation include the Accelerating Impacts of CGIAR Climate Research for Africa (AICCRA) (<https://aiccra.cgiar.org/>) project. The AICCRA project is funded by the International Development Association (IDA) of the World Bank through the Alliance of Bioversity International and CIAT.

The AICCRA project aims to strengthen the technical, institutional, and human capacity needed to enhance transfer of climate-relevant information, decision-making tools, and technologies in support of scaling efforts in IDA-eligible countries in Africa. The project focuses on 4 major components namely: (i) knowledge generation and sharing through development of climate-informed agricultural advisory services and decision-making tools; (ii) strengthening partnerships for delivery of climate-smart innovations in agriculture; (iii) validating climate-smart agriculture innovations through piloting; and (iv) project management.

The refreshment of ASARECA's Gender Policy is being supported under the AICCRA project.

### 2. Rationale

Since its inception in 1994, ASARECA has coordinated AR4D in the ECA sub region including management of AR4D knowledge, capacity building, harmonization of policies, resources and development of and access to several technologies, innovations and management practices. Over the years, ASARECA has supported projects which have generated several technologies and innovations. As part of the strategy to ensure gender equality in AR4D including targeting women, youth and other vulnerable groups in development and dissemination of agricultural technologies, ASARECA developed a Gender Policy (2014-2018). In the face of emerging regional agricultural priorities and global challenges such as climate change, food systems and pandemics, the ASARECA Gender Policy needs to be refreshed to address these challenges. It is against this background that ASARECA intends to refresh its Gender Policy.

The Gender Policy will guide the processes of gender mainstreaming for the ASARECA Secretariat. Specifically, the Gender Policy will strengthen institutional mechanisms for ASARECA Secretariat in: (i) ensuring gender equality in its governance and management; (ii) effective and efficient implementation of gender mainstreaming in AR4D activities within ECA; (iii) ensuring that climate information services and

CSA technologies reach more women through customized programs; and (iv) monitoring and evaluating gender mainstreaming in activities of the Secretariat and its member countries.

### **Objective**

The objective of this assignment is to refresh ASARECA's Gender Policy with respect to emerging priorities and challenges including climate change, food systems and pandemics.

### **3. Tasks**

The Consultant will be expected to:

- Review relevant literature including: (i) ASARECA Gender Policy (2014-2018); (ii) ASARECA Strategy and Results Framework (2019-2028); (iii) ASARECA Medium Term Operational Plan 1 (2019-2023); (iv) ASARECA Operations Manual; (v) project grant agreements; and (vi) Gender Policies of member NARIs and RECs.
- Review the extent to which gender is mainstreamed within the governance structures and the management of ASARECA Secretariat and benchmark against standard practices.
- Review gender policies, strategies and procedures of NARIs and other AR4D partners including AWARD and provide implementable recommendations for ASARECA.
- Develop strategies for mainstreaming gender within the following key AR4D areas: (i) climate change resilience, (ii) policy, (iii) AR4D institutions, (iv) markets and trade, (v) capacity strengthening, (vi) technologies and innovations, (vii) knowledge management, and (viii) monitoring and evaluation.
- Support the Secretariat in identifying strategies for compliance with nationally, regionally, and internationally accepted good practices for gender mainstreaming.
- Prepare a draft Gender Policy for ASARECA that is coherent with gender policies and strategies of the NARS in ASARECA member countries and is aligned to relevant global policy frameworks such as CAADP-Malabo Declaration and Science Agenda for Agriculture in Africa.
- Facilitate a consultative workshop to validate the draft Gender Policy including the implementation plan, and incorporate feedback from stakeholders.
- Prepare the final Gender Policy for ASARECA including the implementation plan.

### **4. Deliverables**

The Consultant will be expected to deliver the following:

- i. Inception report including a detailed methodology, work plan for undertaking the assignment, proposed list of stakeholder categories for the survey and interviews, survey tool and draft outline of the Gender Policy.
- ii. Detailed situation analysis report on status of gender mainstreaming within ASARECA's governance structures, management, AR4D activities, NARIs and key partners including AWARD.

- iii. A report detailing strategies for mainstreaming gender within the following key AR4D areas: (i) climate change resilience, (ii) policy, (iii) institutions, (iv) markets, (v) capacity strengthening, (vi) technologies and innovations, (vii) knowledge management and (viii) monitoring and evaluation.
- iv. Report highlighting strategies to guide the Secretariat in complying with nationally, regionally and internationally recognized good practices for gender mainstreaming.
- v. Report of the validation meeting for the draft Gender Policy and Implementation Plan.
- vi. Draft Gender Policy including the Implementation Plan.
- vii. Final Gender Policy including the Implementation Plan.

## **5. Support to the Consultant**

ASARECA will support the Consultant in the following areas:

- Provide the contact details of key stakeholders from member countries and partners.
- Facilitate relevant logistics to undertake the task with minimal interruptions.
- Provide relevant information/literature materials available at ASARECA Secretariat as might be required.
- Provision of an introductory letter.

## **6. Qualifications and work experience of the Consultant**

- Master's Degree in any of the following fields – Agriculture/Gender studies/Development Studies.
- At least 10 years' experience working in the agriculture sector in ASARECA member countries.
- Experience in developing Gender policies.
- Evidence of research publications related to gender in AR4D.

## **7. Proposal submission**

The proposal for this consultancy should comprise the following:

- An understanding of the consultancy terms of reference.
- Methodology for performing the assignment.
- Proposed work plan.
- List indicating the scope and magnitude of similar assignments.
- Consultant's detailed CV.

## **8. Evaluation factors and sub-factors**

The proposal for this consultancy will be evaluated according to the following criteria:

- Academic qualifications
- Consultant's experience in implementation of similar assignments.

- Experience in working in the agriculture sector in ASARECA member countries.
- Thoroughness of methodological approach.
- Clarity of the proposed work plan.
- Realistic budget for undertaking the assignment.

## **9. Duration**

The assignment is expected to take a total of **30 working days** spread across 70 calendar days.

## **10. Reporting**

The Executive Director of ASARECA shall oversee the assignment of the Consultant.