



## **Terms of Reference**

**Position Title:** Implementing Partners for Beneficiary Profiling

**Type of Contract:** Implementing Partners Agreement

**Duration of Assignment:** April - May 2021

### **1. BACKGROUND:**

International Organization for Migration (IOM) has been advocating for the adoption of sustainability-oriented reintegration policies that respond to the economic, social and psychosocial needs of returning migrants while also benefiting communities of origin and addressing structural challenges to reintegration. With the aim to support sustainable reintegration of returnees who continue to come back to Lesotho affected by COVID-19, as well as host communities in migration affected areas, the Government of Japan has provided financial support to International Organization for Migration (IOM) under the project called **"Socio-Economic Reintegration of Returnees and other vulnerable members in migration affected areas severely impacted by COVID-19 pandemic."** The project will be implemented from March 2021 for 12 months.

In this project, IOM intends to apply part of the reintegration assistance modality which proved to be effective and productive based on the global IOM Reintegration project which will be modified and tailored to the Lesotho context and the urgent needs of returnees pressured by continuous challenges of COVID-19. The project has three outcomes. **Outcome 1:** GoL has improved its ability to successfully implement reintegration programmes; **Outcome 2:** Vulnerable Basotho returnees impacted by COVID-19 have enhanced their livelihoods through restoring their dignity, income generating opportunities and enhanced their living conditions in the district of origin; and **Outcome 3:** GoL (Local Government) has improved its ability to enhance social unity / cohesion through community development initiative.

These activities are designed to improve beneficiaries' livelihoods through maximizing income-generating opportunities and enhancing their living conditions while addressing the returnees' immediate needs to restore their livelihoods and ensure their safety from being infected/affected by COVID-19. This project will be implemented in close collaboration with Ministry of Social Development (MoSD), Ministry of Labour and Employment (MoLE), local government in target districts/community, among others.

In this project, IOM will provide skills training to 200 beneficiaries in five target districts (Leribe, Mafeteng, Mophale, Quthing and Quthing's Nek districts). These include young returnees, youth from migration-affected households (their family members returned to Lesotho due to the loss of jobs in South Africa affected by COVID-19) and youth from ultra-poor families who are equally suffering from the socio-economic impact caused by COVID-19. In order to have a baseline of the project, IOM is looking for the consultant who will conduct beneficiary profile.

In addition, there are another 180 beneficiaries who have received skills training from UK Aid in similar target districts. In order to bring the synergy impact between the two projects, and aiming to form a broader business enterprises consisted of youth trained in the skills training, the consultant is

expected to conduct a similar beneficiary profile (tracer study) targeting the 180 youth in addition to the 200 new beneficiaries.

## **2. OBJECTIVE:**

The specific objectives of the assignment are as follows:

1. Profile 200 beneficiaries identified for the skills training highlighting their qualifications, skills and livelihood situation as a baseline
2. Profile 180 beneficiaries who recently graduated from skills training through other donor (UK Aid) with a view to integrate them into the business / cooperative formulation in order to have synergy and impact

This assignment will contribute to **Outcome 2:** Vulnerable Basotho returnees impacted by COVID-19 have enhanced their livelihoods through restoring their dignity, income generating opportunities and enhanced their living conditions in the district of origin, and specifically, **Output 2.1: Livelihood support programs are tailored to the identified beneficiaries' needs and market opportunities.**

## **3. SCOPE**

Under the overall guidance of the IOM Lesotho Head of Office and under the direct supervision of National Project Officer, and Regional Thematic Specialist (RTS) based in IOM Regional Office in Pretoria, the consultant will be responsible for the following:

### **Beneficiary Profile**

1. Review all relevant documentation including Project Document and any previous assessment survey reports on returnee profiles, challenges and priority needs
2. Develop, in consultation with the Project Team, the most appropriate methods for conducting the mapping and registration of identified beneficiaries and preparatory work needed
3. Guide the data enumerators on how to receive the potential beneficiaries, register them so as to building a beneficiary database
4. Supervise/monitor the data collection at the field level in the target districts and provide feedback to Project Team throughout visit and share summary of the results;
5. Assess the most priority needs and training intentions of returnees and difficulties faced before receiving any support, and strategies adopted to solve the problems.
6. Assess the likely plans/intentions of returnees in terms of desired employment or other direct assistance, including support packages (training, livestock, shelter, etc.)
7. Review and analyse all relevant data collected per age, gender, education level, skills, special needs, etc. and develop possible illustrative beneficiary profiles

## **4. METHODOLOGY**

**A. Desk-based research:** Review all relevant documentation including Project Document and any previous assessment survey reports on returnee profiles, challenges and priority needs

**B. Beneficiary Profiling (Field):** Visit to the Community Council, villages and register 200 new beneficiaries and 180 old beneficiaries recently graduated from skills training.

## 5. DELIVERABLES

The Consultancy will produce a final document – Beneficiary Profile Report with a database on beneficiaries who received skills training support from IOM.

A typed final version of the **Report on Beneficiary Profile** is expected to be approximately 15 to 20 pages, excluding annexes. The proposed structure is as follows;

- Acronyms
- Executive Summary
- Section 1: Assessment Background, Methodology
- Section 2: Beneficiary Profiling
  - 2.1 Gender and categories of beneficiaries
  - 2.2 Age of beneficiaries
  - 2.3 Marital status of beneficiaries
  - 2.4 Beneficiary's principal economic activity
  - 2.5 Monthly income level
  - 2.6 Principal contributor to household income
  - 2.7 Beneficiaries' education level
  - 2.8 Level of ownership of livestock, land and house
  - 2.9 Three main life concerns
  - 2.10 Type of assistance requested
  - 2.11. Preferable trade / skills to be trained
  - 2.12 Any Protection concerns
- Section 3: Conclusion and Recommendations

The following **Annexes** should be attached to the final documents:

- Annex 1: Terms of Reference for the assignment
- Annex 2: Beneficiary Profiling Questionnaire
- Annex 3: Database of skills training beneficiaries

The Implementing Partner can add other Annexes as appropriate.

	Deliverables	Duration
1	Initial meeting with IOM Lesotho <i>virtual meeting</i>	2 April 2021
2	Submit the inception report which includes research methodology, timeline, software / tools and draft questionnaire	16 April 2021
3	Beneficiary profiling in five districts	17 April – 15 May 2021
4	Analyse the data collected from the field and draft a report	8-15 May 2021
5	Submit the first draft report to IOM	21 May 2021
6	Submit the final report to IOM after incorporating the feedback	31 May 2021

**\* This is an estimated timeframe to guide our planning process.**

## 6. Qualifications and Experience

The successful consultant should have the following qualifications and experience:

- a. Completed advanced University degree from an accredited academic institution preferably in International Relations, Social Studies, Demographic or Migration Study and other relevant field
- b. Experience working in assessment, research or evaluation and able to analyse demographic data, and collate and synthesize qualitative and quantitative data in a comprehensible manner
- c. Proven previous working experience consisting of substantial involvement in assessments, research at community level and involvement of migrants and vulnerable populations
- d. Demonstrated ability to work in a multicultural environment and establish harmonious and effective relationships.
- e. Proven analytical and drafting skills, capable of working under pressure
- f. Familiarity with basic concepts of forced migration, return and reintegration
- g. Language(s): Fluency in English and Sesotho is required.

## 7. Payment Schedule

Total fee, inclusive of all travel and related costs, not subject to any deductions, will be paid to the consultant as follows;

- 30 % upon submission of the Deliverable 1 and 2
- 50 % upon the satisfactory completion of Deliverable 3, 4 and 5
- 20 % upon satisfactory completion of the Deliverable 6

## 8. How to apply

Interested candidates should submit an Expression of Interest which should include the following:

1. Technical proposal which summarizes a proposed workplan and proposed methodology for the beneficiary profiling
2. Financial Proposal with a breakdown of costs
3. Updated Curriculum Vitae of key individual(s) who will undertake this assignment
4. Sample work done in the area of research, evaluation or assessment

Applications should be sent to [iomlesothoadmin@iom.int](mailto:iomlesothoadmin@iom.int) not later than **17:00 hours** (Lesotho Time), **18 March 2021** with a subject line ***“Implementing Partner: Beneficiary Profiling – Lesotho 004/2021.”***

NGOs, community-based organizations and consultancy firm are eligible for this assignment.