

TERMS OF REFERENCE CROP AND LIVESTOCK AVAILABILITY STUDY SCALING SUSTAINABLE NUTRITION FOR ALL

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Terms of Reference

Scaling Sustainable Nutrition for All (SSN4A)

1. Introduction

1.1 Project information

The DFID supported Scaling Sustainable Nutrition for All (SSN4A) is a new two year programme which will expand the current SDC SN4A programme to three additional districts in the Northern Province of Zambia; Lunte, Mporokoso and Mungwi¹. SSN4A is currently being implemented in the three districts of Lunte, Mporokoso and Mungwi in the Northern and Muchingwa Provinces of Zambia.

The main objective of Scaling SN4A is to improve the diets of WRA (including adolescents) and infants (6-23 months) over a 2-year programme. The project aims to cover at minimum 100% of wards in the district and 90% of households. To ensure validity and consistency of the monitoring and evaluation (M&E) framework, SNV will work closely with the National Food and Nutrition Commission. SN4A applies both a demand and supply side strategy, integrating the key pillars of demand creation through triggering, social and behaviour change communication (SBCC), improved supply of safe, affordable and nutritious diets year round and strengthened sub-national governance. Recognising that improvement in nutritional outcomes are affected by gender roles within households, SN4A engages both men and women within the community to review and address intra-household decision making on food production, expenditure, consumption and allocation; access to resources and women's time and workload that often affect care practices. SN4A integrates behavioural motivators to create demand, followed by participatory SBCC. SNV operates at the interface of research, governance and implementation. It is investing in measuring the impact of its approach to fill the dietary data gap using validated dietary diversity and food environment indicators. SNV's model involves continual analysis and review of progress, also in line with district and national Government of Zambia (GRZ) targets. To encourage ownership, results, progress and data is shared with community members, who in turn are instrumental in demanding and shaping solutions to improve their own diets, health and nutrition. To ensure sustainability and scalability, SN4A works with District Nutrition Coordinating Committees (DNCCs) and Ward NCCs (WNCCs), strengthening their capacity to plan and implement nutrition sensitive strategies.

1.2 Project results

The project outcome results are as follows:

- Outcome 1: Improved capacity of DNCCs, WNCCs, hub NCCs and local leaders to trigger and maintain demand for intra-household dietary and hygiene practices at scale.
- Outcome 2: Effective behaviour change communication tailored to all target groups is anchored in local practice, supported by social structures and results in improved dietary and hygiene practices.
- Outcome 3: Appropriate and diversified nutritious products are available at scale and supported by locally available and locally managed inputs, extension services and market linkages.

¹ Mporokos and Mungwi are in the stressed district category according to the Vulnerability Assessment Committee, 2018.

- Outcome 4: Strengthened governance capacity to implement NSA and IHH dietary and hygiene practices within multi-sectoral frameworks at scale.
- Outcome 5: Evidence generated on the scaling of SN4A model for improving nutrition.

2. Assignment

This Terms of Reference outlines the scope of work for the Crop and livestock availability study of Scaling Sustainable Nutrition for All. SNV seeks a consultant to conduct the Crop and livestock Availability Study, starting in June 2020 with a final report due August 5th 2020. The study, will take place during the month of June and July 2020 in the three project districts (Lunte, Mporokoso and Mungwi) of Northern and Muchinga Provinces of Zambia. This report highlights the study methodology employed, study limitations, the key findings as well as recommendations made.

2.1 Assignment Objectives

The study objectives are to:

- Analyse crop and livestock availability throughout the year and compare this against the requirements of dietary diversity.
- Map the gaps against crops that are available nationally and that are locally available in order to determine and recommend the contents of a seed kit pack to be recommended to households in order to make a high nutrient vegetable intake possible year-round.
- Map the gaps against Livestock that are available locally and determine whether these would be sufficient to provide the required animal source food for the households throughout the year.
- Develop a simple graphic nutritious fruits and vegetables and livestock calendar using the crop and livestock availability mapping and analysis.

SNV requests that the consultant submits a detailed Study Methodology which conforms and aligns with the SN4A Crop and Livestock availability study.

3. Scope of Work

The specific tasks related to the Consultant are to:

Task 1: To undertake a study that analyses the year round crop and livestock availability against dietary diversity requirement in the 4 nutritional hubs. This will also include undertaking the following tasks.

- 1.1 To find out the enabling and limiting factors for all year round crop and livestock availability in the target district.
- 1.2 To find out the enabling and limiting factors for all year round livestock availability as a main source for animal sourced food
- 1.3 To recommend feasible and sustainable mechanisms for ensuring all year round crop and livestock availability (Livestock and fruits and vegetables) in the new district.
- 1.4 To establish the level of current household access to vegetable seed and other agro inputs acceptable for vegetable and livestock production, and factors responsible for the level of access.
- 1.5 Recommend feasible and sustainable mechanisms of increasing household access to inputs in the district.

Task 2: Using the results of year round crop and livestock availability study, map the gaps against crops and livestock that are available nationally and that are locally acceptable and determine and recommend the contents of the seed kit pack to be provided to households in order to make a high nutrient vegetable intake possible year round. This will result in the production of;

- i. A simple graphic in the form of a calendar depicting the availability of nutritious livestock, fruits and vegetable.
- ii. A list of recommended seed kit to that can be promoted for production and consequently enhance the food and nutrition security of households in target districts.
- iii. A recommendation of livestock to be promoted to quickly increase the consumption of animal source foods in households in the target district.

3.1 Schedule for completion of tasks

TASK	Schedule for Completion from the date of award of contract
Task 1: To undertake a study that analyses the year round crop and livestock availability against dietary diversity requirement in Mungwi, Lunte and Mporokoso districts.	20th of June to 20th of July 2020
Task 2: mapping the gaps against crops and livestock that are available nationally and that are locally acceptable and determine and recommend the contents of the seed kit to be provided to households in order to make a high nutrient vegetable intake possible year round.	5th of August 2020

4. Deliverables

The main deliverables of the assignment are:

- i. An Inception report outlining the proposed work plan, timing, locations for research, methodologies proposed, data collection tools and a draft framework for the final report to be presented within 3 days of contract signature
- ii. Year Round Crop and livestock availability study Report
- iii. A simple graphic nutritious Livestock, fruits and vegetable calendar
- iv. A list of recommended seed kit to enhance the consumption of a diversified nutrient dense crops at household level
- v. A list of livestock that can be promoted to quickly increase the consumption of animal source foods at household level

The chosen data collection tools should be appropriate for urban and rural areas as well as for illiterate low-income populations and should take into account all ethical considerations. In addition, data produced should be generalizable to the different communities in each of the three districts

5. Location of Service

The Consultant will implement the assignment in Lunte, Mporokoso and Mungwi, districts. Further information on the districts include:

- **Mungwi district** is in the Northern Province and shares boundaries with Mbala, Isoka, Nakonde, Chinsali and Kasama. It covers 13 wards.

- **Mporokoso district** covers 10 wards. Two wards cover township areas (Mikomba and Kapumo).
- **Lunte District** is about 134 kms from the district of Mporokoso, bordering Kasama to the West. It covers 12 wards.

6. Period of Contract

The Assignment timeframe is 1.5 months: 20th of June 2020 to the 5th of August 2020. All the activities within this contract, including sub-contractor reporting to the SNV must be finalized by August 10, 2020. Therefore, the scopes of works described above need to be completed as stipulated above.

7. Reporting Requirements

The Consultant will be directly accountable to MARJON TUINSMA (SNV – Zambia Country Director) whilst, Tendai Gunda, SNV'S SSN4A Programme Manager will be responsible for ensuring that the necessary arrangements are in place to ensure the assignment is executed according to plan. Tendai will also render the day to day support to ensure the field work progresses smoothly.

8. QUALIFICATION AND EXPERIENCE

The Consultant must have the following qualifications and experience:

- A proven track record of professionalism and ethical conduct.
- Relevant technical knowledge, skills and extensive work experience in undertaking crop and livestock surveys and have capability to design data collection tools and materials,
- Experience in providing Consultancy and excellent track record of completion of tasks according to timelines.
- Experience with donor-funded projects
- Excellent reporting and writing skills with experience in projects of a similar nature, of at least a minimum of 5 years.
- Prior experience working in Zambia

Additionally the consultant should possess the following qualifications:

- Key personnel must have at least a degree / equivalent qualification in Agronomy, Agriculture, Agribusiness, seed systems or related fields.
- The Consultant should have demonstrable experience in and knowledge of agronomy, Nutrition, facilitation and community development in Zambia.
- If the Consultant is a firm, they will ensure that all proposed key personnel work directly in the assignment. Substitution of staff after contract award is discouraged and will have to be approved by the client.
- Knowledge of English is a must and that of local languages such as Bemba is essential for the researchers doing field work.

9. Payment Terms

The Consultant will be sub-contracted for an agreed fee for a total not exceeding 45 working days. Where applicable, for instance for DSA and mileage, current SNV rates will be used.

Invoices.

Payment to the consultant will be based on the invoice submitted to SNV for the attention of Ms. Tendai Gunda for the SSN4A Project activities. Invoices will contain an itemized statement of the services performed and any expenses incurred. All individual expense claims over Euro 25 will be supported with original receipts attached to the invoice. The invoice shall be submitted in accordance with the payment terms outlined in the contract and indicated below.

In consideration of the services to be provided by the Consultant, SNV shall make an initial down payment on the contract amount of 10% and subsequent payments will be made as follows:

- i. After reconciliation of the initial down payments, Subsequent instalments will be made on monthly basis in accordance with the liquidity plan as will be agreed
- ii. All payments will be done in Zambian Kwacha (ZMW) by bank transfer

These payments are all subject to acceptance of the deliverables by the SSN4A Programme manager leaders on the completion of services by the consultant.

10. Submission of proposal:

All submissions should be sent via: Smartrecruiters