



Terms of Reference (ToR) for Short-term Consultancy: Feasibility Study on a Proposed Programme at District Level in Malawi

Overview

Bilateral development cooperation between the Government of Iceland and the Government of Malawi started in 1989. Until 2011, the Icelandic Development Agency, ICEIDA, implemented directly all Iceland-funded projects in Malawi. From 2012, the main aid modality changed and the Ministry of Local Government and Rural Development, Mangochi District Council (MDC) and the Embassy of Iceland entered into a tripartite partnership agreement for the Mangochi Basic Services Programme (MBSP I) with the vision to improve the livelihoods and socio-economic living conditions of the rural communities in Mangochi district from 2012-2016. The second phase of the Mangochi Basic Service Programme Phase (MBSP II) has been implemented from 2017 and 2021, currently extended until March 2023. The partnership is based on a programme-based approach (PBA) at the district level to support decentralization efforts of the Government of Malawi, where the focus is on supporting service delivery based on national and district development policies and plans and implemented directly by district authorities to enhance ownership, institutional capacity, and sustainability of outputs. The MBSP integrates support to the following sectors: health, education, water and sanitation, secretariat/local governance including youth and gender issues.

The Government of Malawi, through the Ministry of Local Government has requested the Government of Iceland, through the Embassy of Iceland in Lilongwe (Embassy), to extend the implementation of a district-based approach to other districts in Malawi.

Purpose, Objectives and Scope

The Embassy of Iceland is looking to recruit a key consultant from January to end of May 2022 to conduct a feasibility study to assist the Embassy and district stakeholders in the preparation of a new programme at a district level in Malawi. The consultancy will start at the end of January 2022 for an estimated 80 working days until the end of May 2022.

Consultant's Role and Tasks

1. Undertake a feasibility study to guide the preparations and planning of a new district development programme:
 - a. Situation, beneficiary, stakeholder, and risk analyses.



- b. Finance and procurement systems and implementation capacity of the district.
 - c. Provide an overall analysis of basic social services in the district with emphasis on the following sectors and collection of baseline data on: maternal and newborn health, access to water, hygiene and sanitation, primary education, District Council secretariat system, environment and climate-related challenges, and gender equality.
 - d. Provide recommendations to serve as basis for a proposed new programme.
2. Assess applicability and best practices of the programme-based approach (PBA) at the district level by building on external evaluations on Iceland's work in Malawi since 2012.
3. Map donors' involvement and partnership modalities in the district to flag possible synergy between ongoing work of other stakeholders and the Embassy.
4. Plan and facilitate, with the Embassy and district stakeholders, working sessions and workshops and inter-district visits and dialogues to enhance learning and lessons learnt.
5. Facilitate working sessions and final writing workshops to prepare the 4-year Programme Document, including budget and results-based framework.
6. The consultant/s is required to work closely with the Embassy staff and district council's officials as well as other relevant stakeholders and partners.
7. Field visits to District Council offices and selected programme sites in district are expected, as well as regular briefings and meetings with Embassy of Iceland and the District Council officials.

Expected deliverables

The following deliverables and milestones are expected:

1. Inception report explaining methods used, workplan and timeline: **31 January.**
2. Feasibility Study Report: **End of March.**
3. Draft programme document, including and logframe and results frameworks: **End of May 2022.**

Required Expertise and Qualifications

- Advanced university degree (Master's degree) in a relevant discipline(s) (Social sciences, development studies, governance studies, political science, project management and or relevant social services sectors).
- Minimum of 10 years of working experience within Malawi's development policy context.
- Extensive expertise, experience and knowledge in the area of decentralization efforts of the Government of Malawi and the relevant policy landscape in Malawi.



- Experience working with a wide range of stakeholders, especially government counterparts.
- Extensive experience of programme formulation, monitoring and evaluation in social services sectors.
- Experience in youth, gender mainstreaming and climate and environment.
- Good analytical skills.
- Good facilitation skills.
- Excellent written and verbal communication skills in English.
- Track record of professional integrity.
- Ability to work independently under pressure and meet deadlines.

Methodology

Methodology and data collection shall be defined and described in the Inception Report (empirical methods used, desk research, critical analysis, stakeholder dialogues, interviews and reports i.a.).

Reporting and contracting arrangements

- The consultant must be based in Malawi with frequent travels required to districts to interview stakeholders and visit programme sites outside the bomas/towns.
- Any required translation and interpretation services from local languages to English shall be the responsibility of the consultant.
- The consultant/s brings own computer and stationery, as needed for the work.
- The consultant/s will be responsible to manage own transport, accommodation and per diems, that will be reimbursed regularly during the consultancy.
- The consultant will report directly to Charge D´Affairs and Programme Director at the Embassy of Iceland in Lilongwe.
- Embassy of Iceland in Lilongwe will provide necessary documents from its end, and introduction to all relevant stakeholders at the district and national level.

Applications

Interested candidates shall send an expression of interest by **18 January 2022 to lilongwe@mfa.is** together with the following documents:

- a. Expression of interest/cover letter indicating relevant experience and capacity to undertake the consultancy.
- b. Personal CV and contact details (email and telephone number). (The consultant may provide CVs of 1-2 additional experts who supplement his/her capabilities and will work under his/her supervision).
- c. Professional references.
- d. Copy of a recent work/report prepared by the key expert.