

TERMS OF REFERENCE

Consultancy to access women's access to land and property rights issues and barriers in four LGAs.

1. Background Information and Context

Adamawa State's ethnic crisis and natural disaster poses dangers to affected populations, particularly women, and threatens socio-economic progress. Adamawa State, faces significant challenges arising from ethnic and religious tensions, posing serious threats to affected populations, especially women. Furthermore, the state has been grappling with the communal clashes, fuelled by land access disagreements, cultural differences, and changes in traditional climate patterns. Adamawa State has been affected by conflict, leading to displacement, loss of lives, and infrastructure destruction. The State has over one million or 24 per cent of the 4.4 million people targeted for humanitarian assistance in the BAY states in 2024. Of these people, 62 per cent are in host communities, 12 per cent are internally displaced persons and 25 per cent are returnees.

The situation in the state has further exacerbated the impact of harmful practices that have long denied women and girls the right to inherit housing, land, or property (HLP) from their fathers or relatives. Additionally, the lack of domestication and implementation of laws prohibiting gender-based discrimination related to HLP rights has compounded the issue.

Despite the fact that there are clear roles and responsibilities for these policy makers, women are facing obstacles to accessing their HLP in the State. The policymakers are not implementing the laws, perhaps because of the customary procedures attached to them, so they left it to the local government while local government left it to the traditional chiefs. The overly bureaucratic process of accessing justice by women and girls is another obstacle.

NRC Nigeria has made significant progress in promoting Housing, Land, and Property (HLP) rights through its programming and advocacy efforts in Borno, Adamawa and Plateau States. Recognized as a leader in HLP coordination within these states, NRC leveraged the Small Advocacy Fund and ICLA programming, supported by the Norwegian Ministry of Foreign Affairs (NMFA), to establish the Technical Working Group on Women's Access to HLP Rights in Plateau State. The ICLA Nigeria strategy (2022-2025) stipulates that advocacy initiatives would be implemented to promote attitudes and values to change laws, policies and practices necessary for communities to enjoy HLP rights.

2. Overview

The consortium represented by NRC, DRC, IRC, JDPC and BBC Media Action is implementing a multi-sectoral, area-based response, providing integrated services across the following sectors: Water Sanitation and Hygiene (WASH), Shelter and Settlements, Nutrition, Health, Economic Recovery and Market Systems (ERMS) and Protection. Each organization based on the areas of expertise and the established presence in Adamawa state will be taking a lead in a specific sectorial focus where NRC will be leading on WASH, Shelter, Protection (focused on legal aid), DRC on Economic Recovery and Market Systems, IRC on Health, Nutrition and Specialized Protection Services (GBV and Child Protection), JDPC and BBC Media Action on Protection (Social Cohesion) and non-protection related issues to be determined. . Additionally, general protection will cut across the partners to ensure referrals and safe inclusive programming are incorporated in the project design and delivery. NRC, DRC, IRC, JDPC and BBC Media Action are established in Adamawa and have presence across the state where each agency will leverage on the existing community acceptance, access, knowledge of the context and investments done on ground. This will then further enhance the E2R consortium footprint, presence and services delivery when done jointly.

Under the Information, Counselling, and Legal Assistance (ICLA) program, NRC is implementing a Housing, Land, and Property (HLP) component aimed at supporting displacement-affected communities in claiming and exercising their HLP rights. This component includes providing legal awareness on HLP rights, remedies, and entitlements, as well as one-on-one counselling for individuals facing specific HLP challenges, such as land disputes, evictions, and disagreements over rental agreements. Additionally, the programme offers legal support to facilitate the acquisition of land documents and provides alternative dispute resolution services.

NRC will conduct assessment on the issues and barriers faced by women and girls in accessing HLP rights across four intervention LGAs. This assessment aims to inform targeted advocacy efforts and policy recommendations to address gender disparities, ultimately promoting gender equality and women's empowerment. Furthermore, NRC will conduct roundtable discussions with local authorities to address the barriers hindering women and girls' access to HLP rights. This forum will facilitate dialogue between policymakers, community leaders, and women's rights advocates, Nigeria Bar Association, Women lawyers and the likes to identify challenges and co-create solutions.

3. Project Details

Project title:	Emergency to Reliance in Adamawa State (E2R)
Organisation	Norwegian Refugee Council (NRC)
Donor	USAID's Bureau for Humanitarian Assistance (BHA)
Geographical coverage:	Michika, Madagali, Yola South and Numan LGAs.
Project duration:	September 2024 – June 2025
Planned Consultation period:	January/March 2025

4. Purpose and Intended Use

The consultant will conduct a comprehensive assessment of the challenges and barriers affecting women's access to Housing, Land, and Property (HLP) rights across four intervention LGAs in Adamawa State, with a specific focus on Internally Displaced Persons (IDPs). The assessment will identify critical gaps and obstacles, providing actionable insights to inform NRC's targeted advocacy efforts. It will also generate concrete policy recommendations aimed at addressing gender disparities, enhancing HLP programming, and advancing women's empowerment.

In addition to the 15-20 pager assessment report, the consultant will produce a three-pager advocacy note, a 6-8 pager photo booklet documenting case studies of women and girls in four LGAs and A three to five-minute short video clip with interviews with engaging presentation of key findings and the importance of HLP rights in the intervention areas.

These outputs will demonstrate NRC's capacity and experience in addressing HLP issues, offering evidence-based strategies to scale interventions and effectively meet the needs of vulnerable populations.

5. Scope and Lines of Inquiry

Under the supervision of the Country Advocacy Officer – Yola with technical support from Country HLP Coordinator and oversight support from the Advocacy Manager, ICLA Specialist and Area Programme Manager - Yola, the consultant will conduct a comprehensive assessment of the challenges and barriers affecting women's access to Housing, Land, and Property (HLP) rights across four intervention LGAs in

Adamawa State: Michika, Madagali, Yola South and Numan LGAs. The assessment will focus on identifying the specific obstacles faced by women, particularly Internally Displaced Persons (IDPs), returnees and Host Communities, in these areas.

The assessment will specifically focus on the following areas:

- Practical barriers to accessing formal and informal justice systems stemming from socio-economic disadvantages.
- Analysis of existing service providers to evaluate their responsiveness to the needs of women and girls, particularly concerning their HLP rights.
- A review of the legal framework on displaced women and girls' (DWHLP) rights, examining both statutory and customary laws and practices, as well as a legal review of land and property laws to determine whether they support or disadvantage displaced women and girls.
- Assessment of barriers faced by displaced women and girls in land administration processes.
- Examination of discriminatory social and cultural attitudes regarding land titling and ownership.
- Assessing formal and informal dispute resolution mechanisms and their impact on access to justice for displaced women and girls.

6. Methodology

In collaboration with the selected consultant, a comprehensive interview guide will be developed with input from the Country Advocacy Officer – Yola, the Country HLP Coordinator, and the ICLA Specialist. The consultant will then employ both quantitative and qualitative methods for data collection. This will include administering household surveys (HH surveys) for quantitative data and conducting Focus Group Discussions (FGDs) and Key Informant Interviews (KIIs) for qualitative insights. The consultant will capture interview sessions and use the findings to produce an advocacy/policy brief, along with multimedia advocacy materials. Prior to beginning data collection, the Advocacy Manager and ICLA Specialist will review and finalize the interview scripts and questionnaires to ensure they align with the assessment objectives.

The final content will be approved by the NRC committee overseeing the consultancy. Methodological support will be provided by the NRC committee comprised of the Advocacy Officer – Yola, Advocacy Manager, HLP Coordinator, Consortium Manager, ICLA Specialist, Area Program Manager and Area Manager.

Information will be gathered by:

- Using existing (or upcoming) NRC primary data
- Using existing secondary data publicly available
- Writing up individual human impact case studies from the field.
- Key informant Interviews in the field
- Focus Group discussion in the field

7. Deliverables.

- Inception report
- A 15- 20 pager Final assessment report.
- A three pager Advocacy brief with recommendations and messages
- A 6-8 pager Photo Booklet: A booklet documenting specific case studies of women affected by HLP challenges in the four LGAs. Each page could feature a case study with a quote highlighting their experiences, the challenges faced.
- A 3–5-minute short video clip with interviews with engaging presentation of key findings and the importance of HLP rights in the intervention areas.
- All deliverables will have to be produced in English.

8. NRC's Roles and Responsibilities

- Share relevant data and documentation from within NRC with the consultant.
- Provide timely feedback at every stage of the consultancy
- Provide support in liaising with key stakeholders in Adamawa state
- Arrange consultations with NRC's relevant staff to gather input and feedback to facilitate the Consultant(s) understanding of substantive matters
- Make payment to the Consultant(s) in line with the contract and upon receipt of the agreed, high quality, deliverables
- Support the organization of in-country travel in Nigeria for the consultant
- NRC will be responsible for preparing the Terms of Reference, selecting, and managing the consultant, covering costs, and providing feedback.

9. Responsibilities of the Consultant

- The consultant under the supervision of the Country Advocacy Officer – Yola will be responsible for preparing proposals, workplan, engaging beneficiaries and stakeholders, producing deliverables, and adhering to the agreed timeframe.
- Respect NRC's policies and fully adhere to the NRC code of Conduct and consultancy service procurement guidelines
- Organise his/her in-country travel, with support from NRC
- Make available both soft and hard copy documents and datasets related to the report as well as the list of interviews (and their transcription), sources, and partners consulted or used for the drafting of the advocacy report.
- The consultant will be responsible for engaging a qualified multimedia specialist to produce a 3–5-minute short video and a photo booklet highlighting key findings and the importance of HLP rights in the intervention areas.
- Finalise the deliverables based on the agreed time frame
- Respect reporting requirements and provide high-quality deliverables in a timely manner

10. Terms and conditions

NRC's Country Office, Nigeria will manage the contract. Part of the consultancy can be carried out in Michika, Madagali, Yola South and Numan LGAs. The Consultant(s) must have their own equipment necessary for the assignment (computer, phone, etc.) and software required to perform the activities. NRC will not cover international trips, visa fees, insurances and other related expenses. NRC will only cover in-country travel expenses to the field of the project operations.

11. Duration of assignment

The consultancy is anticipated to span a maximum of 35 working days and must be completed no later than March 25, 2025. The Consultant(s) is requested to propose an estimated timeline in their proposal for consideration.

12. Reporting

In all matters relating to the consultancy, the Consultant(s) will communicate with the Advocacy Officer – Yola. Both parties must communicate any changes to this consultancy in writing.

13. Required skills and experience

- Advanced University degree in social studies, law, human rights, political science, international relations or other relevant field of study
- Minimum 5 years' proven experience in conducting similar assignments.
- Knowledge of the context in Adamawa Nigeria and/or the Northeastern region
- Extensive knowledge and experience on HLP issues.
- Proven track record of research conducted and production of advocacy reports/brief, with and for international organizations, including in the humanitarian and development sector
- Strong analytical and writing skills with proven experience in producing high quality research with ability to present complex information in a simple and accessible manner
- Exceptional organizational skills, ability to work independently to meet deadlines
- Ability to travel to Adamawa for the purpose of the consultancy
- Fluency in English is required, with knowledge of Hausa or any of the major languages spoken in the four LGAs—such as Bachama, Fulfulde, or Margi in Adamawa State—considered an advantage]
- Key staff to be involved in interviewing or interacting with respondents must be proficient in Hausa and at least one major language spoken in the respective local government area, The use of an interpreter as the primary source of information is strongly discouraged.

14. Application and Required Documents

This is a national bid open to qualified applicants. Requirements for application are:

A) Narrative proposal

- A cover letter with a brief presentation of your consultancy experience and explaining your suitability for the work, including previous relevant projects and how they are linked to this assignment.
- An in-depth methodology on how you will undertake work and achieve outputs set out in the terms of reference.
- Proposed timeline and expected delivery for each deliverable.
- Team composition (if relevant) and quality assurance approach.

B) Financial Proposal

- Detailed cost breakdown to be included in financial proposal

C) Previous work examples: Applicant should share three previous examples of final work products from recent completed consultancies.

D) Resume

- The resume of key staff must be annexed to the application documents in English.

E) Submission of BID documents and Deadline for submission

- Documents must be submitted based on the deadline set on the bid advert.

15. Ethical Considerations

All materials must respect the rights of interviewees, ensuring confidentiality and security. Staff and consultants involved must comply with NRC's Safeguarding Policy and Code of Conduct.

16. Copyright

All materials arising from the consultancy shall remain the property of NRC.

17. Applications.

Technical and financial proposals should include methodology, team composition, CVs, detailed budget, relevant experience shown (bidders should make available their portfolio of similar projects), availability, and confirmation of no prior involvement in the project.

Prepared By:

Name: Habib Musa Mare

Position: Advocacy Officer- Yola

Signature :  Signed by:
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Date : 16 January 2025

Reviewed By:

Name: Sabiu Suleiman Shehu

Position: Advocacy Manager

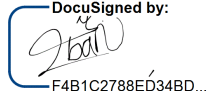
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Date: 17 January 2025

Approved By:

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Position: Acting HoP/ICLA Specialist

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Date: 18 January 2025