

FOUNDATION FOR PARTNERSHIP INITIATIVES IN THE NIGER DELTA



TERMS OF REFERENCE: Engagement of Researcher/Creative Writer Consultants to develop two Case Studies on PIND's Peacebuilding and Conflict Mitigation Success Stories

1 PROJECT BACKGROUND

PIND is seeking to engage researcher/creative writer consultants develop case studies on two success stories from its peacebuilding interventions in the Niger Delta.

PIND is a Nigerian non-profit Foundation established in 2010 with initial funding by Chevron Corporation to support a portfolio of socio-economic development programs for Nigeria's Niger Delta to improve standards of living of communities in the region. PIND supports projects in collaboration with a diverse range of donor partners, including bilateral and multilateral aid agencies, federal and state government agencies in Nigeria, private companies, and foundations. With an overarching goal of strengthening peace and increasing income and employment in the region, the Foundation has two distinct but interrelated program areas. They are:

- An **economic development program** focused on generating opportunities for pro-poor market development and employment generation.
- A **peacebuilding program** that strengthens conflict resolution mechanisms for enabling integrated peace and economic growth.

An additional set of initiatives have also been designed to support, enable, measure and communicate the results and achievements of the 2 core pillars of Economic Development and Peace Building. These include:

- **Capacity-building** that builds the service delivery and engagement capacity of civil society, and communities.
- **Advocacy** that seeks to influence policies, practices and programs underpinned by in-depth analyses and understanding of systemic constraints to growth in the Niger Delta region.
- A robust communications and outreach effort that enhances PIND's reputation through clear and consistent messaging, via multiple channels, of its unique selling points, transformative approaches, impacts and learning

PIND's Peacebuilding Program:

PIND's peacebuilding program is aimed at achieving the greater goal of regional and lasting peace in the Niger Delta; it hopes to achieve this through creating sustainable peace partnerships, encouraging collaboration and synergy amongst peace actors, providing support for economic development and strengthening indigenous structures for peace while also creating and building interface with larger state-level or regional peace efforts.

The Peacebuilding Program comprises of two interdependent components; the Partners for Peace (P4P) Network and the Integrated Peace and development Unit (IPDU). The P4P is a network of self-identified peace agents whose mission is to build social capital around peacebuilding through amplifying the voices of positive actors in the Niger Delta. Rather than the traditional, donor-driven, top-down approach, P4P facilitates conflict analysis and early warning, then identifies and promotes existing local initiatives that address the salient conflict risk factors.

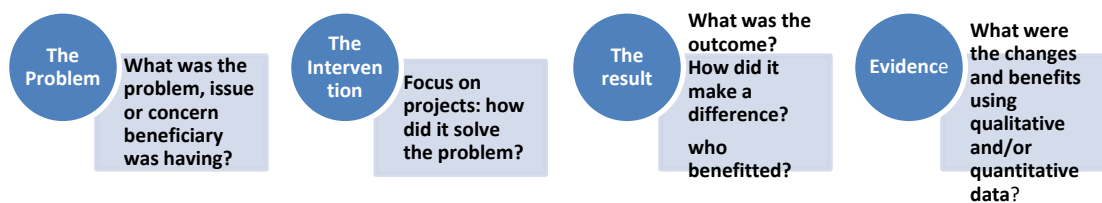
The Integrated Peace and Development Unit (IPDU) is PIND’s response to rapidly changing dynamics on the ground. The IPDU promotes collaboration and synergy amongst existing local, regional, and national efforts of actors in both public and private sectors to address conflict early warning and response, with a focus on gender and youth, and emphasis on practical solutions for peacebuilding and conflict mitigation.

PIND is seeking to research, write and publish two case studies on selected success stories from peacebuilding interventions across in the Niger Delta. These success stories will be harnessed from interviews and conversations with beneficiaries and program officers. These success stories will be documented as 4-pager documents that are easy to read and understand while communicating the powerful impacts that PIND projects and interventions are making in the lives of beneficiaries. These case studies are to be presented in a non-technical communication product that can be disseminated to the development planning and practitioner community in related fields and other relevant development advocates and promoters.

2 OBJECTIVE OF THE ASSIGNMENT

This case study is one of a series of PIND studies that aims to research and tell the story of how a grassroots-based peacebuilding network utilizes collective action, volunteerism and team spirit for conflict prevention and mitigation using the P4P as a focus. This will be a combination of descriptive and explanatory case study approach. The case study will explain and describe how the network approach can be utilized to build social capital to strengthen existing local peacebuilding initiatives and infrastructure for targeted response to conflict drivers and risk factors, using stories of successful P4P interventions as evidence to support the case.

The objective of this assignment is for the researcher/creative writers to research, and develop case studies that showcases two success stories from PIND’s peacebuilding program work. Each success story will be built around the testimonials of selected project beneficiaries and through these stories, extend the narrative to the wider impact: personal level, household level, organisational level, and community level. Stories would showcase what was the situation, the activity that was done, what the outcome of the intervention was, what the current situation is now and what has changed from before the intervention. It will highlight who and what catalysed the change. In summary, the story would tell about those Impacted before and after the intervention.



Stories would be selected based on those that convey the strongest messages of PIND's impact in the Niger Delta region. Success story subjects (beneficiaries) would be chosen from two target states (Ondo and Imo) to convey this. Choice of success stories would also consider gender and demographics and highlight the gender mainstreaming within the success story project intervention where applicable.

Each success story will be documented as 5-pager document that are easy to read and understand while communicating the powerful impacts that PIND projects and interventions are making in the lives of beneficiaries.

Specifically, the case study, grounded in a combination of explanatory, descriptive and causal methods, is aimed at achieving the following:

- I. To demonstrate how the P4P network build collective action and volunteerism among the members,
- II. To understand how the network mobilizes human and other resources for advocacy, peacebuilding and conflict mitigation,
- III. To demonstrate how the network is leverage for grassroots based conflict early warning, response and prevention,
- IV. To understand how the network build the capacity of peace actors for peacebuilding and conflict mitigation,
- V. To demonstrate how the network forge multi-stakeholders collaboration and build social capital for conflict mitigation and prevention,
- VI. To identify the success factors in utilizing a network approach for peacebuilding based on lessons learned from what worked and the challenges.

3 SCOPE OF WORK

The scope of work for this assignment would include the following broad headings:

- Planning meetings with relevant PIND teams and persons
- Identification of case study and success story subjects: testifiers/beneficiaries
- Desk reviews of documents and existing information
- Template development and workplan scheduling
- Information mining from target audience and existing documents for content development
- Writing the case study and success stories
- Editing and finalizing of case studies and success stories

Activities and Timelines

The scope of work above is broken down to key activities and timeline set against them, with the total number of days required to deliver each:

S/N	Description of activities	No of days	Associated Deliverables (Codes)
T1.	Kick-off meetings with relevant teams to understand the scope of work, set direction, discuss approaches, timelines, and templates: Knowledge management team, Peacebuilding team, P4P project team, P, M&E Manager, and Media for Development Coordinator	1	D1
T2.	Consultations with relevant project team to verify selected success stories, get nominations for additional or better stories and develop plans/schedules for engaging with the beneficiaries to collect information either in person or through other means	2	
T3.	Schedule and conduct interviews either in person or via other methods to collect missing or new information from beneficiaries and transcribe. Also collate or arrange photographs for use in the case studies in the process (working with M4D Coordinator)	4	
T4.	Develop draft success story documents using an agreed style, template and format	5	
T5.	Review feedback on drafts and finalize the success stories	2	
	Total number of days proposed:	14 days	

4. DELIVERABLES

Deliverables stated in the table below are directly linked to specific tasks in previous section. Due dates are tentative and dependent upon contract signing date.

Item	Indicative Due Dates
D1. Kick-off meetings with relevant teams to understand the scope of work, set direction, discuss approaches, timelines, and templates. Produced mini-Report and submit to Team.	December 13 th 2021

D2.	Consultations with relevant project team to verify selected success stories, get nominations for additional or better stories and develop plans/schedules for engaging with the beneficiaries to collect information either in person or through other means. Produced mini-Report and submit to Team.	December 14 th - 15 th 2021
D3.	Conduct interviews and transcribe audio recordings of all interviews conducted. Also, video recordings of selected interviews, testimonials and observations should be collected. Share draft of activities conducted with project Team.	December, 17 th -23 rd 2021
D4.	Draft success story documents using an agreed style, template and format presented to project team	December 28 th 2021- January 4 th 2022
D5.	2 approved (each 5-paged including photos) written success stories submitted.	January 13 th 2022

5. DURATION

This consultancy is expected to be completed within, 13th December, 2021 to January 31st, 2022, with contract closed out before February 28th, 2022.

6. COST

This consultancy is product-based. This means payment shall be upon submission of each set of deliverables for the agreed number of days calculated on a daily rate basis as negotiated with PIND's procurement. PIND will be responsible for all logistics costs that may arise in the course of delivering this assignment. These includes transport, accommodation and feeding.

7. QUALIFICATIONS/SELECTION CRITERIA

Given the objectives, scope of work and expected outputs of this engagement, consultants are expected to possess relevant qualifications and extensive work experience in field research, creative writing, and knowledge of descriptive and explorative case study approach in the peacebuilding or development sectors. Preference will be given to consultants with evidence of undertaking similar activities.

The consultant(s) should have the following qualifications and experiences;

- A proven professional record of field research, creative writing and production of exploratory case studies, evidenced by the inclusion of links to show previous works: **This is MANDATORY**

- Excellent attention to technical details and ability to see the big-picture.
- Master story teller with the ability to tell inspiring stories and good creative eye
- Ability to deliver quality within fast deadlines
- Excellent communications – written and oral- and ability to relate to people of different cultures, demonstrating ability to see issues from others’ perspectives.
- Ability to coordinate activities in a professional manner exhibiting good work ethics.
- Must be able to work with little or no supervision while maintaining the highest level of creativity.
- Knowledge of the Niger Delta peacebuilding and development space is an added advantage.

Notes on house style

- Spell out acronyms on first use
- Use American English (rather than British) and ‘z’ endings (rather than ‘s’), e.g. organization. The exception is when keeping an organization’s name in the original spelling
- Use ‘single quote marks’ as standard, but “double” for quotes

8. CRITERIA FOR ASSESSMENT AND SELECTION OF APPLICANTS

1. Overall response: 25 Marks

- Demonstrates good understanding of scope of work/ToR, and specific in its response
- Shows an understanding of the Partner for Peace (P4P) network model

CVs and other documents to provide further evidence of organizations competence and readiness

2. Experience and qualification: 25 Marks

- Requisite experience in case study or story telling reports
- Quality skill of proposed methodology for data collection and production of case studies
- Familiarity with journalistic writing style where stories are fleshed out with frequent anecdotes from interviews.

3. Capability and Approach: 30 Marks

- Expertise in field research, exploratory case studies and creative writing
- Ability to write concisely, clearly, and thrilling story telling reports.

4. Cost proposed – important but quality trumps especially when margin is not considerably wide – 10 Marks

5. Gender mainstreaming with reference to gender equality in the composition of all participants in all phases of the project as well as applicant – 10 Marks

9. HOW TO APPLY

Interested consultants can bid for the job according to their competencies. To apply, please kindly fill in responses in the template below and submit. All entries must not exceed three pages in total (but can be less)

Name
Contact details
Your understanding of the assignment
Brief about you and why you are suitable for the assignment and your availability to undertake the assignment
Show Expertise in field research, exploratory case studies, creative writing and attach or provide link to sample similar or related output from previous work (where available) and speak to the sample
Your proposed approach to the delivery of the assignment to quality and within the shortest possible time and within little operational cost
Propose a workplan for the assignment
What you would require to deliver on the assignment
Indicate if you would be using any additional resources for the assignment and at whose cost you propose to do so

Applications should be emailed to procurement@pindfoundation.org with the subject: **“Peacebuilding Case Studies”**. Application should be received not later than 3rd December, 2021 along with the following mandatory item/supporting documents.

Proposals will also be evaluated based on the Qualifications and selection criteria as mentioned above.

Mandatory Required items from vendors/consultants who intends to bid any work or service in PIND

1. Certificate of Business Registration/Mean of Personal Identification
2. Profile of organization or Resume in case of a consultant
3. Completed PIND bio data form in case of consultants

4. Most Recent Tax Clearance Certificate
5. Tax Identification Number
6. Full physical contact address
7. Bank Reference Letter
8. Bank details as follows:
 - I. Name of Account
 - II. Account Number
 - III. Name of Bank
 - IV. Address of Bank

Non-Discriminatory Clause:

PIND Foundation provides equal opportunity in employment and engagement for all persons, vendors, and contractors, and prohibits unlawful discrimination and harassment in all aspects of a contractual engagement or employment because of age, sex, gender, marital status, disability, nationality, race, religion or any fact.