**TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS**

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| **Title**: National Consultancy to strengthen nutrition policy initiatives including the National Council on Nutrition (NCN), the National Committee on Food and Nutrition (NCFN), and nutrition stakeholder platforms. | **Funding Code**  **Non-grant (**3210/A0/06/003/001/003) | **Type of engagement**  Consultant  Individual Contractor Part-Time  Individual Contractor Full-Time | **Duty Station:**  Abuja |
| **Purpose of Activity/Assignment:**  Nigeria is among a set of countries with disproportionate levels of people living in hunger and suffering from food insecurity and malnutrition in all its forms. Although stunting (height for age) has reduced from 42 percent (NDHS, 2003) to 37 percent (NDHS, 2018) in children under 5, still, about 14 million children in Nigeria are stunted today. Similarly, despite reductions in wasting (weight for height) from 11 (NDHS, 2003) to 7 percent in children under 5 (NDHS, 2018) almost 3 million Nigerian children are wasted today.  To reverse hunger and malnutrition, Nigeria has endorsed a range of policies and plans including but not limited to the National Policy on Food and Nutrition (2016), the Agricultural Promotion Policy (2016), the National Multi-Sectoral Plan of Action on Nutrition (2020-2025), the Agricultural Sector Food Security and Nutrition Strategy (ASFSNS) (2016-2025), the National Home-Grown School Feeding Programme (2017), the National Food Safety Policy (2014).  In addition, Nigeria has favorable partnerships and coalitions most notably the National Committee for Food and Nutrition; State Committees for Food and Nutrition; the National Council for Nutrition (under the Office of the Vice President); Inter-Ministerial Working Group on Agriculture and Nutrition (IAWNG); Food Security Sector; SUN Coalitions (Business Network, Donor Partner’s Working Group, Civil Society Group); Nutrition Working Group; Zero Hunger Committee, and many more. The Nutrition Development Partner Group (NDPG) is currently a multi-stakeholder platform to bring development actors together to discuss various nutrition-related issues. The NDPG is currently co-chaired by USAID and UNICEF and is an active platform to build consensus and harmonize efforts towards supporting the Government of Nigeria (GoN) on the above-mentioned policy initiatives. The Consultant will work closely with the Nigeria Governors Forum to provide technical support to implement the Nutrition scorecard.  Besides these policies and partnerships, Nigeria is also committed to implementing its National Policy on Food and Nutrition through the National Multisectoral Plan on food and Nutrition (NMPFAN) while committing to some global initiatives and agreements to meet global development objectives and targets including the Sustainable Development Goals (2016-2030); the Global Action Plan on Reducing Child Wasting (2020-2025) and the Comprehensive African Agriculture Development Programme (CAADP).  **Justification**  The existence of multisectoral policies and strategic plans of action is critical towards reducing malnutrition. However, these require strong ownership, leadership, coordination, and financing to translate the strategies into key results for women and children. This consultancy is proposed to provide support to Identify and unlock financing to enable both ‘more money for nutrition as well as ‘more nutrition for the money to support high-quality implementation and translation of policies into action. | | | |
| **Scope of Work:**  The main purpose of the assignment is to provide technical support to the NCN, the NCFN, and the NGF. In addition, the consultant will work closely with the Nutrition DPG. In particular, the consultant will focus on:   1. Engaging stakeholders and holding consultations widely to ensure the Federal Government directive on Sugar tax is channeled to Nutrition intervention 2. Consult with key Government agencies to ensure the release of the remaining 2.7billion naira from the UNICEF MOU with the government. 3. Supporting stakeholders, particularly, the government to bring evidence and rigor to ongoing consultations and dialogues and ensure alignment between global objectives and national priorities and commitments 4. Conveying high-level meetings with global and regional participation 5. Following up on post-food system summit and N4G commitments at Federal, State, and Local levels. | | | |
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| **Child Safeguarding**  Is this project/assignment considered as “[Elevated Risk Role](https://unicef.sharepoint.com/sites/DHR-ChildSafeguarding/DocumentLibrary1/Guidance%20on%20Identifying%20Elevated%20Risk%20Roles_finalversion.pdf?CT=1590792470221&OR=ItemsView)” from a child safeguarding perspective?       YES       NO     If YES, check all that apply:      **Direct contact role** YES       NO   If yes, please indicate the number of hours/months of direct interpersonal contact with children, or work in their immediately physical proximity, with limited supervision by a more senior member of personnel:     |  | | --- | |  |     **Child data role** YES      NO   If yes, please indicate the number of hours/months of manipulating or transmitting personal-identifiable information of children (name, national ID, location data, photos):     |  | | --- | |  |   More information is available in the [Child Safeguarding SharePoint](https://unicef.sharepoint.com/sites/DHR-ChildSafeguarding/SitePages/Amendments-to-the-Recruitment-Guidance.aspx) and [Child Safeguarding FAQs and Updates](https://unicef.sharepoint.com/sites/DHR-ChildSafeguarding/DocumentLibrary1/Child%20Safeguarding%20FAQs%20and%20Updates%20Dec%202020.pdf) | | | |

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| **Budget Year:** | **Requesting Section/Issuing Office:** | **Reasons why consultancy cannot be done by staff:** | | | | |
| 2022 | Nutrition | Given the multiple high-level policy-related activities in 2022 and the countdown to the 2023 elections, there is a need for high-paced technical support to the Government of Nigeria’s National Council on Nutrition (NCN), the National Committee on Food and Nutrition (NCFN). Given the synergies between these different streams of work, it is recommended we contract a dedicated, well-qualified consultant to work with the Nutrition Section and key stakeholders to enable timely, high-quality support to the Government of Nigeria. | | | | |
| **Included in Annual/Rolling Workplan***:*  Yes  No, please justify: | | | | | | |
| **Consultant sourcing:**  National  International  Both  **Consultant selection method:**  Competitive Selection (Roster)  Competitive Selection (Advertisement/Desk Review/Interview) | | | | | **Request for:**  New SSA – Individual Contract  Extension/ Amendment | |
| **If Extension, Justification for extension:** | | | | |  | |
| **Supervisor:** Chizoba Steve-Edemba | | | **Start Date:** | **End Date:** | | **Number of Days (working)** |
|  | | | 1st June 2022 | 31st March 2023 | | 10 months |

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| **Work Assignment Overview** | | | |
| Tasks/Milestone: | Deliverables/Outputs: | Timeline |  |
| **MAPPING PARTNERS AND PROJECTS**   * Against the integrated nutrition strategic plan, identify and map projects, geo locations, scale, and beneficiaries of projects implemented by the Government and, or, development partners fund across relevant sectors and recommend ways to foster convergence and integration to optimize efficiency for results. * Develop tools to map partners’ map programme and build the capacity of NCFN on its usage to harmonize partners’ commitment plan for the country. * Assess the level at which strategies andprogrammes implemented by different partners are aligned with national/sectoral policies, strategies, and plans and recommend strategies. * Build capacity of NCFN on how to use mapping tools to improve coordination of partners’ commitment and contributions | * Mapping **report**. * Live mapping **tool** to facilitate routine tracking of government and partner programmes on Nutrition. | 1st June –  30th June  (30 days) |  |
| 1. **STRATEGIC PLANNING AND ANALYSIS, INCLUDING IMPROVING PUBLIC FINANCE CAPACITIES**    1. At the Federal level**,** advocate with stakeholders for the re-channeling of SINTAX to invest in Nutrition.    2. Strengthen the council’s **ability to lead in monitoring** implementation of strategies and activities by the respective Federal-level line ministries and sectors, also, facilitate the experience-sharing of good practices and lessons learnt among.    3. Advocate for the release of Funding investments in Nutrition at the Federal and State levels    4. Advocate for the specific release of the remaining 2.7 billion naira from the UNICEF MOU with the government    5. Organize a workshop to review and build the capacity of NCN, NCFN and Nigeria Governor’s Forum on methods and processes involved in budget tracking.    6. Strengthen NCN, NCFN and Nigeria Governor’s Forum capacities in ensuring accountability for Food and Nutrition budget plans and timely releases. | 1. **Recommendations** on how to address the lack of long-term political commitment to invest in Nutrition. 2. Establish a **system** for multi-sectoral strategic planning, reporting, results from the analysis, and financial tracking: 3. **Live Monitoring Dashboard** exists 4. **Report** documenting findings from budget tracking and analysis for 2020 and 2022 budgets 5. **Policy briefs and presentations with infographics** specifically for each key sector highlighting essential actions to improve funding for Nutrition (Health, Agriculture, WASH, Education, and social protection). | 1st July – 31st July  (31 days) |  |
| 1. **STRENGHTHENING COORDINATION**    1. **Strengthen** the NCN, NCFN and NGF for the **high-level coordination** on policy, guidelines/ protocols, bills/Acts/laws and to ensure implementation accountability by the respective line ministries and sectors, while ensuring synergized/integrated participation of key line ministries, UN agencies, CSOs, academia, Business, and donor partners: for more effective engagement.    2. Enhance NCN, NCFN and NGF to **improve process management skills** and facilitate the operationalization of Federal level multi-stakeholder platforms.    3. Enhance NCN, NCFN and NGF to improve skills to **ensure functional state level multi-stakeholder platforms**.    4. Support NCN and NCFN to host high level meetings to ensure that **nutrition goals** are aligned to the African Nutrition 2022 Agenda    5. in the integrated nutrition strategic plan are in line with applicable mid-term development plans, national policies and strategies, and that programs in relevant ministries **align** to address food and Nutrition specific and Nutrition sensitive issues adequately to Scale Up | Document NCN and NCFN coordination **best practices, processes, lessons learned and recommendations on** how to align the integrated nutrition strategic plan with mid-term development plans, and relevant ministries’ national policies and strategies/ programs | 1st August – 31st August  (31 days) |  |
| Number of States that domesticated the National Food and Nutrition Policy of 2016 and as well as State-specific costed Multi-Sectoral Plans of Action on Food and Nutrition | 1st – 30th September  (30 days)  1st – 31st October  (31 days) |
| **Recommendations** on how to align the integrated nutrition strategic plan with mid-term development plans, and relevant ministries’ national policies and strategies/ programs |
| **4.0 POST FOOD SYSTEMS SUMMIT**   * 1. Work with stakeholders to implement the 3 priority actions of the Food systems transformation pathways   2. identify opportunities for sub-national post-summit activities across multiple groups. Enable execution of sub-national activities and provide support as needed to develop high-quality content  1. Assist with preparations for the rollout of the action plan on priority actions derived from transformation pathways prepare in consultation with the government a post FSS accountability framework to track progress. | **DELIVERABLES/ OUTPUTS**   1. **Finalized concept note** on post-summit activities 2. **Finalized knowledge products and reports** from transformation pathways 3. **Synthesized report** on subnational activities 4. **Approved** Proposed post-Food Systems Summit accountability framework for Government. | 1st 30th November  (30 days) |  |
| * 1. **NUTRITION FINANCING AND ECONOMICS AS PART OF THE IMPLEMENTATION MECHANISM OF THE NMPFAN**   2. Against existing government policies, strategies and plans, for relevant MDAs, support nutrition budget, tagging, tracking and capacity building   3. Organize a workshop to review and build the capacity of NCN, NCFN and Nigeria Governor’s Forum on tagging, tracking, budgeting methods and processes.   5.3 Strengthen NCN, NCFN and Nigeria Governor’s Forum capacities in ensuring accountability for Food and Nutrition budget plans and timely releases. | * **Report** documenting findings from budget tracking and tagging. * Report of capacity building sessions on budget tagging, tracking and analysis * Encouraging and shaping the emergence of options for future financing for the NMPFAN, post FSS, N4G, through broader stakeholder outreach and engagements participation | 1st –31th December  (31 days) |  |
| 5.4. Accountability Framework and Synergy Structures  5.5 Support in the development of accountability and synergy structures among stakeholders for the implementation of NMPFAN  5.6 Organize workshops to ensure institutional processes, reports, and knowledge products on options for and suitability of accountability processes and products are developed. | * Robust accountability framework developed * development of accountability and synergy structures among stakeholders for the implementation of NMPFAN | 1st – 31st January 2023 |  |
| 1. Advocacy for the extension of six months paid maternity leave | * Number of States that have policy on six months paid maternity leave | 1st – 28th Feb 2023  (28 days) |  |
| **FINAL REPORT** | * **Approved** final report | 1st –31st  March  (31 days) |  |
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| **Minimum Qualifications required:** | **Knowledge/Expertise/Skills required:**   1. Minimum of 7 years’ experience in Food and Nutrition Systems. 2. Experience in policy dialogue and engagement 3. Experience in engaging multi-sectoral Food and Nutrition Systems stakeholders. 4. Extensive knowledge of the Nigerian health systems and nutrition sectoral policy landscape. 5. Experience in managing multi-stakeholder working groups; 6. Experience in institutional capacity building at the national level; 7. Experience in monitoring and evaluation mechanisms; 8. Experience in conducting budget tracking and analysis with the ability to conduct both quantitative and qualitative data analysis. | | |
| Bachelors  Masters  PhD  Other  **Enter Disciplines**   1. Minimum advanced degree in either Public Health, Health Planning, Policy and Management, Health Economics and Financing, Public Policy, Nutrition, Agriculture, Food Science and Technology, Epidemiology, Sociology, and related disciplines. | ***Core competencies***   * Communication * Working with people * Drive for results   **Language**  Fluency in written and spoken English language | | |
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| **Administrative details:**  Visa assistance required:  Transportation arranged by the office: | Home Based  Office Based:  If office-based, seating arrangement identified:  IT and Communication equipment required:  Internet access required: | | |