



## UGANDA JOINT CHRISTIAN COUNCIL

### Terms of Reference for Conducting a Gender Audit in District Local Government Departments in Lira and Amolatar

#### 1. Introduction

##### A. Organizational Background

Uganda Joint Christian Council (UJCC) is a faith based ecumenical organization that was established in 1963 and registered as a trustee under the trustees' incorporation Act. Its current membership comprises the church of Uganda, the Roman Catholic Church and the Uganda Orthodox Church, which together constitute about 78% of Uganda's population. Uganda Joint Christian Council (UJCC) is an associate and affiliate member to All Africa Conference of Churches (AACC) and the World Council of Churches (WCC). UJCC was established with the purpose of working towards greater mutual understanding and unity; achieving cooperation by means of joint consultation and action in practical matters of common interest such as economic empowerment and development; and developing options for member churches to pursue and enhance their capacity and responses to pertinent issues. UJCC was also established to make recommendations for actions to member churches and other bodies; and working with member churches to fulfill the great commission of Jesus Christ (Mathew 28:19-20).

**Vision:** A world where Christians jointly witness to bring about integral transformation

**Mission:** The mission of UJCC is to promote consensus among Christians in Uganda to uphold Christian values and address issues of socio-economic justice and other matters of concern through joint research, advocacy and networking.

UJCC strategic plan (2018-2023) focuses on key priority areas: a) Ecumenism & Interfaith b) Social protection c) Peace building & humanitarian support, c) Good governance and d) Institutional capacity building

##### B. Project Overview

Preliminary findings of the rapid assessment conducted by UJCC in April 2019 in Amolatar and Lira Districts indicated that Gender and Equity Responsive Budgeting remains a big challenge especially in Local Government in Uganda, this situation has escalated inequality between males and females in terms of delivering services that address the specific needs of

the communities. The assessment further established that the existing District and Sub-county Development Plans were not Gender and Equity Responsive thus they couldn't adequately contribute to equity in development. the assessment further revealed that some of the District and Sub-county Technical Planning Committee members in Lira and Amolatar had limited knowledge and understanding of the concept of Gender and Equity Budgeting as enshrined in the Public Finance Management Act (PFMA) 2015, this led to limited appreciation and adherence to the PFMA regulations and procedures in development of Budget Framework Papers.

In addition, the Ministry of Finance Planning and Economic Development is transitioning from the Output Based Budgeting to the Program Based Budgeting system that requires implementation and reporting be aligned to NDP II performance indicators and not outputs as was previously done. However at Local Government level especially at Sub Counties, many departmental heads continue to find it difficult in using the new system partly due to inadequate knowledge on the new system.

It is against this background that UJCC with support from Democratic Governance Facility (DGF) will be implementing a One and a half year project titled "Scaling up Gender and Equity Budgeting in Local Government Structures". The project will be implemented in Lira and Amolatar District starting June 2019 till November 2020. The project has two outcomes namely;

- i. Capacity of districts and sub counties to effectively implement the provisions of PFMA in planning and budgeting strengthened and
- ii. District and sub county development plans and budgets are gender and equity responsive.

## **2. Objective of the assessment**

### **Overall assessment**

The overall objective of the gender audit is to provide a baseline on the degree of gender and equity responsiveness in the district local government departments for two selected districts.

### **Specific objectives**

These will include a thorough assessment of:

- a) the existing policy and legal frameworks in relation to Gender and equity in district local government departments.

- b) the level of compliance in implementation of such policies and legal frameworks
- c) the level of gender awareness; understanding and capacity for gender analysis, planning, implementation, reporting, monitoring and evaluation among responsible officers in the district local government departments.

### **3. Scope of Work**

- a) Developing a detailed gender audit methodology
- b) Reviewing district departmental plans and budgets to provide a baseline on degree of gender and equity responsiveness
- c) Reviewing the existing policy and legal frameworks in relation to Gender and equity with the view of identifying strengths and gaps
- d) Examining and documenting the level of understanding and capacity for gender analysis, planning, implementation, reporting, monitoring and evaluation among responsible officers in the district local government departments.
- e) Assessment of relative progress made in mainstreaming and identify successes as well as critical gaps

The gender audit will further focus on the following issues:

- a) Planning and budgeting processes;
- b) Staff capacity;
- c) Tools and resources;
- d) Organizational culture and workplace issues

### **4. Deliverables**

- a) Gender audit methodology
- b) Gender audit draft report:
- c) Finalized gender audit report:

### **5. Reporting:**

The consultant will report to the Program Officer - Gender with support from the Research, Monitoring and Evaluation Officer.

### **6. Duration:**

The assignment will run from 15<sup>th</sup> July 2019 for 25 working days.

### **7. Required Qualifications and Experience**

- a) Master's degree in gender studies, development studies, development economics or any other relevant social science subject;
- b) A minimum of 7 years of progressively responsible experience in the areas of gender mapping and analyses, auditing, promotion of gender equality and mainstreaming;
- c) Proven track record and experience in gender-related work preferably in the local government in Uganda would be advantageous.
- d) Demonstrated capacity to deliver in the timeline outlined
- e) Excellent command of oral and written English.

## **8. Proposal submission**

Interested and qualified (individual or institutional) consultants are invited to submit their proposal(s) comprising the following:

- a) An understanding of the consultancy requirements.
- b) Methodology and work plan for performing the assignment.
- c) Detailed reference list indicating the scope and magnitude of similar assignments.
- d) Relevant services undertaken in the past five (5) years.
- e) At least 3 references from previous clients.
- f) Registration and other relevant statutory documents (this applies to Institutional consultants).
- g) Financial proposal showing clearly the budgeted cost for the work to be conducted by the consultant under the scope of work above.

**Note:** UJCC is obliged to withhold taxes on services fees as well as any applicable VAT. Applicants are advised to ensure that they have a clear understanding of their tax position with regard to the provisions of Uganda's tax legislation when formulating their proposals.

To apply to undertake this task, please hand deliver your application to **Uganda Joint Christian Council Secretariat Office at Plot 1554, Block 15 Gogonya Bypass – Nsambya, P.O Box 30154, Kampala, Telephone: +256-414-580-088** and also send electronic copies to the following emails: [ujcc@ujcc.co.ug](mailto:ujcc@ujcc.co.ug) or [ujccsecretariat@gmail.com](mailto:ujccsecretariat@gmail.com). Proposals should be addressed to the Executive Secretary Uganda Joint Christian Council. The deadline for receiving applications is **5:00 PM 11<sup>th</sup> July 2019**.