



REQUEST FOR CONSULTANCY SERVICES FOR THE PREPARATION OF THE ECOWAS GENDER DEVELOPMENT CENTRE (EGDC) STRATEGIC PLAN (2022 – 2032)

Terms of Reference

I. BACKGROUND AND CONTEXT

1. The ECOWAS Gender Development Centre (EGDC) was set up in January 2003, by the ECOWAS Authority of Heads of State and Government, as a Specialised Agency, charged with the responsibility to initiate and facilitate capacity building through knowledge-based training and transfer of skills, programme development and management for women and men in the public and private sectors to address gender equality and women's empowerment in ECOWAS integration programmes. The Centre works very closely with Member States and in collaboration with regional and international institutions to advance gender equality and women's empowerment in the ECOWAS region and at the continental and global levels.

2. The vision of the Gender Centre is to transform West Africa into a just and secure society, in which men and women have equal opportunities to participate, decide, control and benefit from all development initiatives. Its goals are to close the existing gender gaps, eliminate discrimination in development and improve the social, political, economic, legal and cultural conditions of women in the ECOWAS Region.

3. Since its establishment in 2003, the ECOWAS Gender Centre has initiated several programmes towards delivering on its mandate, including working for the attainment of gender equality and women's empowerment within the context of the integration process in the ECOWAS region. Several ECOWAS instruments have been at the heart of EGDC's programme planning, development and implementation process, notably the ECOWAS Revised Treaty 1993; the ECOWAS Gender Policy, which was subsequently replaced by the Supplementary Act on Equality of Rights between Women and Men for Sustainable Development in the ECOWAS Region; the ECOWAS Gender Strategic Plan Framework; the ECOWAS Gender System; and the ECOWAS Conflict Prevention Framework, specifically its component on Women, Peace and Security.

4. The EGDC's interventions have also been oriented towards contributing to the achievement of the objectives of the Beijing Declaration and Platform for Action, the Convention on the Elimination of all forms of Discrimination against Women (CEDAW), the Protocol to the African



Charter on Human and Peoples' Rights on the Rights of Women in Africa, the Sustainable Development Goals (SDGs), the AU Agenda 2063, to mention a few.

5. These international and regional instruments have collectively defined the strategic path of the EGDC since its creation, and have translated into the adoption of two plans, namely the EGDC Action Plan 2005 – 2007 and the EGDC Strategic Plan 2009 – 2013.

6. These EGDC plans were deeply rooted in the ECOWAS Vision 2020 of a “borderless, peaceful, prosperous and cohesive region, built on good governance and where people have the capacity to access and harness its enormous resources through the creation of opportunities for sustainable development and environment preservation“, and aligned to the operational strategies of the Vision, namely the Regional Strategic plan 2011 – 2015 and the Community Strategic framework 2016 - 2020.

7. The ECOWAS Commission has successfully evaluated the ECOWAS Vision 2020 and its operational plans, and has proceeded to formulate a new vision, the **ECOWAS Vision 2050**, and to develop a new strategic framework to accompany the Vision and ensure its actualization. The ECOWAS Vision 2050 is to create, "**A fully integrated community of peoples in a peaceful, prosperous region with strong institutions and respect for fundamental freedoms and working towards inclusive and sustainable development**".

8. It has therefore become necessary for the ECOWAS Gender Development Centre to prepare a new strategic plan in conformity with the new ECOWAS Vision 2050 and its accompanying strategic framework, while taking into consideration the emerging challenges militating against gender equality and the empowerment of women and girls in West Africa.

II. OBJECTIVES

9. The main objective of the assignment is to support the ECOWAS Gender Development Centre to develop a 10-year strategic plan for the period 2022 – 2032.

10. Specifically, the assignment aims to:

- i. Carry out a situational analysis of gender equality and the empowerment of women and girls in the ECOWAS region;
- ii. Identify key priority areas for the promotion of gender equality and the empowerment of women and girls in the ECOWAS region;
- iii. Develop a plan on the basis of the identified priorities that adequately anticipates and responds to the changing social, economic and political needs of women and men in the ECOWAS region, within the context of a changing global environment;



III. DUTIES AND RESPONSIBILITIES

11. Under the leadership of the ECOWAS Gender Development Centre, notably the Planning, Research, Monitoring and Evaluation Division, with the support of the Programmes Division, the consultant will prepare the EGDC Strategic Plan 2022 – 2032.

12. The Consultant will perform the following tasks:

i. Submission of Inception Report

The Consultant will be required to submit an Inception Report detailing the objectives, methodological approach, work plan with clearly defined timelines and budget of the consultancy, as well as the outline of the strategic plan and the national and regional stakeholders that will be involved in the strategic planning process.

ii. Design of Data collection and analysis Tools

The Consultant will design appropriate tools for consultations with various gender stakeholders at national, regional and continental levels, for the collection of necessary primary and secondary data and for the analysis of the data, leading to the drafting of the strategic plan.

iii. Data collection and Analysis and Stakeholder Consultations

The Consultant will be required to collect and analyse appropriate primary and secondary data as well as carry out consultations with various gender stakeholders at national, regional and continental levels, for the purpose of drafting the strategic plan.

iv. Drafting and Submission of Strategic Plan

The Consultant will be required, within the timeframe stipulated, to draft and submit the ten-year strategic plan to the EGDC, first as a draft and then the final version after validation.

v. Facilitation of Validation Workshop

The Consultant will be required to facilitate a validation workshop that will bring together delegates from Member States and other stakeholders from civil society, National Assemblies, women groups, associations and networks, the private sector, development partners and the media to debate the contents of the strategic plan, make amendments and validate the plan for adoption by various ECOWAS Statutory Bodies.

IV. METHODOLOGY

13. The development of the EGDC Strategic Plan will involve the following processes:

- i. Preparation of an Inception Report detailing the objectives, methodological approach and data collection tools, work plan with clearly defined timelines and budget



of the consultancy, as well as the outline of the strategic plan and the national and regional stakeholders that will be consulted as part of the strategic planning process.

- ii. Review of relevant regional and international policy and strategic documents on gender and development, including the following:
 - The ECOWAS Revised Treaty
 - ECOWAS Vision 2050 and Strategic Framework Documents
 - ECOWAS Gender Strategic Plan Framework
 - ECOWAS Gender Management System
 - The Supplementary Act on Equality of Rights between Women and Men for Sustainable Development in the ECOWAS Region
 - Evaluation Report of EGDC Strategic Plan (2009 – 2013)
 - The Beijing Platform for Action
 - Convention on the Elimination of all Forms of Discrimination against Women
 - The Sustainable Development Goals (SDGs)
 - The Protocol to the African Charter on Human and Peoples' Rights on the Rights of Women in Africa
 - UN Security Council Resolution 1325 and subsequent Resolutions on Women, Peace and Security
 - UN Security Council Resolution 2250 on Youth, Peace and Security
 - African Union Agenda 2063
 - The African Continental Free Trade Area (AfCFTA) Agreement and AfCFTA Regional Strategy
 - AU Solemn Declaration on Gender Equality in Africa
 - Action plans and other documents deemed useful for the exercise.
- iii. Consultations with relevant stakeholders at the national, regional and, if necessary, international levels, for the purpose of the collection of primary data for the preparation of the strategic plan;
- iv. Production of draft EGDC Strategic plan 2022 – 2032;
- v. Organisation of a validation workshop bringing together national and regional stakeholders to interrogate, review and take ownership of the strategic plan;
- vi. Finalisation of the EGDC Strategic Plan 2022 - 2032

V. DELIVERABLES

14. The following deliverables are expected to emanate from the consultancy:



- i. An Inception Report detailing the objectives, methodological approach, work plan and budget of the consultancy, as well as the outline of the strategic plan and the national and regional stakeholders that will be consulted as part of the strategic planning process.
- ii. Draft EGDC Strategic Plan 2022 – 2032
- iii. Final validated EGDC Strategic Plan 2022 – 2032

VI. TIME FRAME

15. The development of the strategic plan will be carried out over a period of about seven (7) months, from June to October 2021, in accordance with the following timeframe:

No.	Deliverable	Timelines
1.	Recruitment of Consultant & Signing of contract	July 26, 2021
2.	An Inception Report (Objectives, methodological approach, work plan and budget of the consultancy, outline of the strategic plan, national and regional stakeholders to be consulted, etc.)	July 30, 2021
3.	Stakeholder Consultations	August 2 – 13, 2021
4.	Drafting of EGDC Strategic Plan 2022 – 2032	August 23 – September 24, 2021
5.	Strategic Plan Validation workshop	October 18 – 20, 2021
6.	Submission of validated EGDC Strategic Plan 2022 – 2032	October 25, 2021

VII. QUALIFICATION AND EXPERIENCE

16. The Consultant shall have the following qualifications and experiences:

- i. Advanced university degree (Master's degree or above) in the Social Sciences or a related field.
- ii. Be a senior-level professional with a minimum of 10 years' proven experience in strategic planning, gender planning and analysis, economic policy analysis and formulation, or regional integration and development;
- iii. Be familiar with planning tools and techniques;
- iv. Have considerable knowledge of gender concepts, analysis and international gender instruments;
- v. Have a thorough knowledge of the ECOWAS region, and/or with published works on gender issues in the region;
- vi. Be fluent in two of the working languages of ECOWAS (English, French or Portuguese), both oral and written. A working knowledge of the third language will be an added advantage.



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VIII. EXPRESSION OF INTEREST

17. Candidates should indicate their interest, accompanied by a brief statement of not more than three pages on their understanding and appreciation of the required tasks and the intended methodological approach to arrive at the expected deliverables. They would also be required to furnish their detailed CVs, highlighting their qualifications, competences, experiences and published works, if any, and a financial offer.

18. Prospective candidates should send their proposals to the ECOWAS Gender Development Centre not later than 5:00 pm on Friday, July 23, 2021. Proposals may be submitted by Email, with three (3) hard copies sealed and delivered to the address give below:

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