



TERMS OF REFERENCE

Porridge Mom Material Development Consultancy of Action Against Hunger's Intervention

Protecting and Promotion the Food and Nutrition Security of Vulnerable Persons in Borno State

Project and Evaluation Summary Table

Project Name	Protecting and Promotion the Food and Nutrition Security of Vulnerable Persons in Borno State
Contract Number	
Sector	Food security and Nutrition
Implementing Partners (if applicable)	
Location (country region/s)	Borno States, Nigeria
Project Duration	
Starting Date	August 2017
Ending Date	April 2019
Project Language	English
Donor & Contribution/s	USAID/Food for Peace (FFP)
Mission administering the Project	Action Against Hunger Nigeria
Responsible ACF HQ	Action Against Hunger USA
Consultancy Type	Porridge Mom Material Development Consultancy
Consultancy Dates	April 1 st - 15 th , 2019

1. Background

Action Against Hunger (AAH) is currently implementing humanitarian multi –sectoral emergency response services with the support from the American people through USAID/Food for Peace (FFP) to vulnerable internally displaced persons (IDPs) and host community members affected by the insecurity in Borno State, North Eastern Nigeria across two targeted Local government Area (Maiduguri Municipal Council (MMC) and Jere Local Government Area).

The objective of the project is to provide IDPs, returnees and the most vulnerable individuals affected by conflict and insecurity with improved access to humanitarian assistance. This intervention is expected to address the most urgent food and nutritional intake needs of conflict affected population, with special focus on pregnant women, lactating mothers with children under five years old.

The AAH/FFP intervention (Porridge mum) aim at continuously addressing immediate food and increase complementary nutritional needs of the target population. A total of 1,500 most vulnerable mothers and lactating women with 1906 children under five years old were targeted.

The ongoing Porridge Mum complimentary activities, which supports targeted Pregnant and Lactating Women (PLW) is expected to be further developed to focus on improving capacity of PLW and caretakers of the under five children to make sustainable improvement of their skills and understanding around optimum infant and young child feeding practice, as well as their capacity to promote positive feeding habit at the level of their respective household through acquired skills.

Action Against Hunger Nigeria mission is looking consulting firm or a consultant to undertake work associated with the design of communication tools and public awareness strategies related to the above-mentioned project.

2. Purpose of the Consultancy

The main purpose of the consultation is to support the porridge mum project to develop adapted pedagogical material using drawing methodology at each step of the project and in line with the project expected outcomes.

The specific objective of the consultation will include:

- To facilitate the process of collecting required information through dialogue with project participant;
- To develop illustrated pedagogical material that will be adapted to the local population and context of the Borno state, Nigeria.

3. Scope of Work

The consultant will promote the use of interactive and participative techniques allowing the targeted group to react directly to different graphic proposal in terms of form and background. The consultant will ensure that main messages to be developed incorporate specific themes and nutrition messages including but not limited to Infant and young child feeding practices (early initiation and exclusive Breastfeeding, breast feeding techniques, basic nutrition, balanced diet, complementary feeding, malnutrition, maternal nutrition, prevention of common childhood illnesses, etc). The material to be

developed will expand on what staff have already been using and country guidelines for communicating nutrition messages

The process will be completed in two phases, including:

First phase - Field visit

An initial field visit will be organized by an Ink Link team composed of a psychologist and comic artist/health expert. They will meet with the population and ACF team to identify specific needs in terms of pedagogical material, population perception of the nutrition issue, population tastes in terms of graphics and population visual literacy.

During the visit the Consultant will develop initial draft material to validate its efficiency with the targeted population.

Second phase - Material development

In a second phase we will propose a Nigerian artist to develop the finalized material.

4. Expected Deliverables

The Consultant will submit the following as outputs:

- Report and draft material after the initial field visit
- Pedagogical material adapted to the population (equivalent to a 5 pages comic)

To complete the outputs mentioned above, the consultant will be required to:

- Prepare an Inception Report within one week after the commencement of the consultancy.
- Collaborate with project team and program participants in the project areas to collect additional and secondary information to facilitate in the development of promotional materials required for this consultancy.
- On-site visits to the selected IDP camps and targeted communities and the project beneficiaries of the project mum activities

5. Payment Schedule

Payment of the consultant will follow the below payment schedule:

- 30% Will be provided on submission and acceptance of the proposal, including the proposed methodology with clear implementation plan and timelines
- 70% on submission and acceptance of material as per agreed deliverables. Final Report compiling activities achieved based on strategy and work plan, successes, challenges, results (planned and unplanned), lessons identified and recommendations on how to address those lessons and for further steps/actions

6. Duration and location:

The proposed consultancy work will be conducted during the month of January and February and it is scheduled to last for a maximum of 15 days including 7 days of field works (including travel) and 8 days of consolidating and production of final product. Scope of work will required the consultancy firm to send a team to the project implementation areas to work with the AAH implementation team and the porridge mum beneficiaries in regards to tools and pictorial images to be produced.

When the first stage is concluded the consultation will opt to finalize the work remotely or in areas of their choice. However, meetings will be required to discuss the requirements, implementation process and other pertinent details for the execution of the Scope of Work. A final face-to-face meeting to present and discuss the final report will be required with the AAH technical team. Required equipment or material for usage a field level will be purchased or provided by AAH to conduct the Scope of Work. Any travel, additional equipment or materials needed to accomplish this TOR will be covered by the consultant. Any expenses, unless explicitly articulated by AAH, will be at the expense of the consultant.

Summary of proposed field activities and Timelines

Activities	Day1	Day2	Day3	Day4	Day5	Day6	Day7
Arrival to and departure from the Country and General briefing	■						
Travel to the Field Office (Base).	■						■
Briefings with Technical Coordinators/Managers in Maiduguri		■					■
Meeting with ACF project team to identify specific needs in terms of pedagogical material, population perception of the nutrition issue, population tastes in terms of graphics and population visual literacy		■		■			
Initial visit by the consultants/expert teams to meet with the program participants, key figures and local stakeholders in the pro			■	■	■		
developing initial draft material and to validate its efficiency with the population			■	■	■		
Finalize and Submit draft version of the Material to be developed						■	■
Meeting and Debriefing with Project Staffs					■		
Meeting and Debriefing with Technical Coordinators						■	■

Informations to provide:

- 1- CV of consultant(s)
- 2- Date of availability
- 3- Financial offer
- 4- Chronogram if different from the one proposed in this ToR
- 5- Terms of payment if different from the one proposed in this ToR
- 6- Currency of payment

Offers must be submitted to: supply.ng@acf-international.org with the reference POR-MUM before 21st of March 2019.