**TERMS OF REFERENCE**

**Project title**: Developing Peacebuilding local development plans and Tension Monitoring Platform across nine municipalities in Libya

**Location:** Kufra, Brak Al shati, Murzuq, Sebha, Ubari, Ghat, Gurda, Sharghuiya and Bint Baya

**Type of Contract:** Responsible Party Agreement

**Beneficiaries: Ministry of Local Government (MolG),** Municipality staff and Departments of Community Development, CSOs, local peace structures, women, youth, IDPs and migrants.

# ****Duration of assignment:**** 9 months

# ****Background****

Recognizing the threats to peace in Libya posed by community tensions and shortfalls in basic social services, justice, and security, and economic opportunities, UNDP has established an area-based Local Peacebuilding and Resilience Programme under its Country Programme Document for 2023 – 2025, to mark the transition from immediate stabilization towards longer-term development and peacebuilding.

While there has been a decline in violent conflict and related humanitarian needs since the signing of the UN-facilitated Ceasefire Agreement in October 2020, political uncertainty, instability, criminality, weak governance structures, lack of social cohesion, limited economic opportunities and localized conflicts have continued to challenge sustained peace in southern Libya. To mitigate the risk of escalation of conflict in the South, and by adopting a resilience-based approach to peacebuilding, this project would provide a pragmatic roadmap for advancing stabilization and recovery programming in selected municipalities in the South of Libya. This project is funded by the EU (European Union), the Norwegian Ministry of Foreign Affairs and the UN Peacebuilding Fund (PBF).

In 2021, the Libyan Minister of Local Governance (MoLG) has adopted a unified organizational structure of municipalities, better known under the Resolution No.1500. This Resolution has been adopted to strengthen the decentralization and enhanced the coordination between the municipalities, the civil society, and the central government. The unified organizational structure of municipalities consists of five sets of division: The municipal council and its affiliates; the mayor of the municipality; the city manager; ten departments and twelve offices. However, a set of Articles has been developed to identify new local structures, their operationalization is still pending. UNDP Libya has been approached by the MoLG to support Departments of Community Development (Article 17) in developing a Standard Operating Procedure (SoP) to assist them in the implementation of points 24,25,28 and 29[[1]](#footnote-1) of the above-mentioned Article 17 in nine municipalities in the South. This support should be completed by September 2023.

# ****Main objectives of the project****

In line with the above-mentioned, UNDP is looking at supporting Departments of Community Development in setting-up Peacebuilding Committees to develop local peacebuilding development plans in the following nine municipalities: Kufra, Brak Al shati, Murzuq, Sebha, Ubari, Ghat, Gurda, Sharghuiya and Bint Baya. The project will build on existing conflict assessments to establish an inclusive, common understanding of challenges to peace and potential solutions in each municipality on which to base the capacity development, civic engagement, and peace planning processes. All relevant stakeholders, (especially women and youth CSOs) will be recognized as Peacebuilding Committees and engaged throughout the process to ensure maximum community ownership from the outset, including private sector partners and Departments of Community Development.

Capacity building initiatives which speak to the specific capacity gaps in each municipality will be jointly conceived by the implementing partner and Departments of Community Development and implemented by the implementing partner. The training set will include community awareness sessions and referral services as well as programme cycle management and communication trainings and empowerment of women, youth, and adolescents to become active agents of change and assume important roles in the peacebuilding process. By facilitating this inclusive process of bringing local authorities and communities together to analyze, dialogue, receive training and plan for a peaceful joint future, this project seeks to improve citizen state relationships by enhancing their common understanding of the challenges that each stakeholder faces in the current scenario as well as their current capacities to respond to these challenges. Throughout this process the implementing partner will also be mindful to inform, educate and guide communities towards climate-resilient priorities, bearing in mind the specific climate risks identified in each community. This will also feed into longer-term local conflict prevention by mitigating future conflicts over natural resources.

Once the peacebuilding priorities of each municipality have been established, the implementing partner will work jointly with Departments of Community Development and Peacebuilding Committees in developing peacebuilding local development plans that would reflect on local priorities. The implementing partner would ensure the comprehensibility, the prioritization, and the budgeting of interventions. Again, at this stage, the implementing partner will be mindful to ensure climate-resilience practices are adhered to during the implementation phase. A conflict-sensitive lens will be applied throughout the project to ensure that the priority initiatives do not exacerbate any existing tensions and positively contribute to consolidating social cohesion. A strong government/community-led communications strategy will support public awareness of inclusive action. Peacebuilding plans will be then shared with the MoLG, UNDP and UNDP partners for review before being officially endorsed. Identified and budgeted priorities would then be reviewed during the second half of the year and some selected local priority initiatives supported.

In addition, the establishment of an online Tension Monitoring platform which would monitor, analyze and provide feedback and recommendations on actions to address social cohesion relations across the nine targeted municipalities would ensure a comprehensive tool to best monitor the implementation of peacebuilding plans. UNDP Libya has been approached by the MoLG to establish an online Tension Monitoring platform where findings would be accessible to government partners, civil society, and the donor community to better inform on local priorities. Targeted areas of tension would be agreed upon with the MoLG as well as data collection. Key recommendations would further nurture new programs and policies development. Findings would also serve as an early warning system for potential conflicts and help partners to engage in more conflict sensitivity programming.

Overall, this project aims to demonstrate that the inclusive process of citizens and local authorities jointly working towards the implementation of shared goals can help further improve the citizen-state relationship as communities perceptions around the efficiency and effectiveness of the local authorities improve while also enabling the local authorities to be more inclusive in its future efforts to provide community services after seeing the value added that inclusive processes can bring to their mandate. The establishment of an online Tension Monitoring platform would best support the monitoring of identified local priorities implementation while serving as an early warning system for potential clashes.

# ****Scope of work and expected outputs****

**Output 1. Peace Building Committees are established and trained.**

* A consultation process including municipality members, mukhtars, civil society members, youth and women led organizations to be organized at municipality level to present the scope of the project.
* Peacebuilding Committees to be selected based on interest and availability
* A pre-survey to be conducted to assess participants competences (see below Ch.5 Monitoring requirement).
* Capacity building trainings to be provided to Peacebuilding Committees to support them in developing local peacebuilding development plans. The following areas to be covered:
  + Context assessment.
  + Women empowerment.
  + Conflict sensitivity.
  + Climate risks, environment sensitive;
  + PCM: assessing, planning, budgeting, implementing, and reporting;
  + Monitoring mechanism;
  + Communication, building networks, ensuring project visibility.
* A post-survey to be conductedto assess participants competences (see below Ch.5 Monitoring requirement).
* Peacebuilding Committees to develop local development road maps.

**Output 2. Peacebuilding local development plans are developed.**

* Nine peacebuilding Local development plans identifying targeted municipalities’ priorities in term of social cohesion, livelihood, good governance, infrastructure and environment are developed in coordination with Departments of Community Development and MoLG.
* Local Peacebuilding and development plans – in English and in Arabic – to be shared with the MoLG, UNDP partners and UNDP for review.
* Launching Ceremony to be organised to officially endorsed the nine local peacebuilding and development plans. MoLG as well as selected civil society, civil servants, municipality members, partners and donors. Venue, in Libya, to be selected in coordination with MoLG and UNDP.

**Output 3. A Tension Monitoring platform is developed.**

* Consultations with the MoLG and UNDP to define and identify areas of tension; identifying data/sources of information collection; and ensuring sensitivity, sustainability and accountability of data collection and publication.
* A Tension Monitoring platform road map to be shared and endorsed by the MoLG.
* The Tension Monitoring platform to be created online.
* Launching Ceremony to be organised to officially launch the online Tension Monitoring platform MoLG, civil society actors, partners and donors to be invited. Venue, in Libya, to be selected in coordination with MoLG and UNDP.
* Final evaluation to evaluate the achieved results according to post-project impact survey template to be undertaken (to be agreed with UNDP).

# ****Recommendations on the methodology****

**The below methodology recommendations is suggested by UNDP:**

* A well-developed approach to select, train and support Peacebuilding Committees in developing peacebuilding local development plans is provided.

A well-developed approach to define, collect, monitor, analyze, and provide feedback and recommendations to support the establishment and the sustainability of an online Tension Monitoring platform is provided.

**Recommendations on the team composition**

Project Manager to overview the overall project management.

* Master’s (or equivalent) degree in Social sciences, political sciences, Public Administration, Law, Management, or related field.
* Minimum 5 years of professional experience in project management.
* Excellent knowledge of English.

Project officer or consultant to develop the training material

* Bachelor’s (or higher) degree in social science, political science, management or related field.
* At least 3 years of experience in developing training curricula.
* Excellent knowledge of Arabic (training material to be developed in Arabic).

Planning and Development Specialist to support Peacebuilding Committees in developing plans.

* Bachelor’s (or higher) degree in social science, political science, management or related field.
* At least 3 years of experience in developing local development plans.
* Excellent knowledge of Arabic.

Field Coordinator to support activity coordination in Ubari, Bint Baya and Ghat

* Bachelor’s (or higher) degree in social sciences, political sciences, Economy, Entrepreneurship, Management or related field.
* Minimum 3 years of experience in local project coordination, monitoring trainings, or any related functions.

Field Coordinator to support activity coordination in Sebah, Brak, Gurda

* Bachelor’s (or higher) degree in social sciences, political sciences, Economy, Entrepreneurship, Management or related field.
* Minimum 3 years of experience in local project coordination, monitoring trainings, or any related functions.

Field Coordinator to support activity coordination in Murzuq, Sharguiya and Kufra.

* Bachelor’s (or higher) degree in social sciences, political sciences, Economy, Entrepreneurship, Management or related field.
* Minimum 3 years of experience in local project coordination, monitoring trainings, or any related functions.

Monitoring and Evaluation Specialist to support data collection, monitoring and reporting of activities.

* Bachelor’s (or higher) degree in Engineering, Economy, Statistics, or Public Administration.
* Minimum 2 years of experience in working with Monitoring and Evaluation frameworks.

IT Specialist to support the creation of the online Tension Monitoring Platform

* Bachelor’s (or higher) degree in IT, Coding or related field.
* Minimum 2 years of experience in creating and working with/on online platform.

# ****Monitoring requirements****

The Responsible Party will arrange monthly calls with UNDP during the implementation period, and prepare summary of activities progression, including updating and mitigating the risks, highlighting challenges, and successes. Additional reporting requirements will be specified in the RPA agreement. The Responsible Party will report on the below following indicators.

|  |  |  |
| --- | --- | --- |
| **Groups** | **Locations** | **Indicators** |
| Group 1 | Sebah, Ubari, Ghat | * At least 6 occasions (including trainings and workshops) for the Peacebuilding Committees to take action to mitigate a threat to peace in the municipality during the project duration. * At least 3 gender-sensitive conflict assessment. * At least 70% of women trained feel that they can use the skills/tools acquired during their training to help mitigate conflict in their communities. * At least 12 women and youth led CSOs are actively engaged in monitoring the plan implementation. * % increase in the stakeholders who feel they have to capacity to play a productive role in peacebuilding in their municipality. * % increase in number of participants who say they feel welcome in their community following project implementation. * % of community member who participate in capacity building exercise under this programme who have increases knowledge about the challenges to peace in their municipality. * At least 80% of all community members engaged during the consultation process endorse the priorities identifies in the Peacebuilding Plan in their municipality. * At least 33% of all initiatives identified in the plans are implemented in each municipality. |
| Group 2 | Kufra, Brak, Murzuq | * 80% increase in knowledge by project beneficiaries as a result of social cohesion, peace building awareness raising activities (by gender and by Municipality). * 60 community members trained on social cohesion, and conflict mediation. * 9 local activities/initiatives supported towards social cohesion. |
| Group 3 | Gurda, Sharguiya, Bint Baya | * 60 community members participated in capacity-building exercises and increased knowledge about the challenges to peace in their municipality (disaggregated by gender, age and geographic location). * 120 community members endorsed the priorities identified in the Peacebuilding Plan in their municipality (disaggregated by gender, age and geographic location). * At least 3 initiatives identified in the PB Plan and successfully implemented (one per municipality). |

# ****Deliverables and payment schedule****

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| --- | --- | --- | --- | --- | --- |
| **№** | **Deliverables** | **Sub-deliverables** | **Anticipated date of completion** | **Location** | **Payment** |
| 1. | **Peace Building Committees in 9 Municipalities are established and trained.** | * 1. Consultation meetings with local stakeholders are completed.   2. Peace Building Committees are selected.   3. Pre/post surveys are conducted.   4. Capacity building training is provided.   5. Nine Local development road maps are provided. | 60 days after the signature of the contract. | Group 1 (Sebah, Ubari, Ghat) | 10 % upon completion and acceptance of deliverables of Group 1. |
| Group 2 (Kufra, Brak, Murzuq) | 10 % upon completion and acceptance of deliverables of Group 2. |
| Group 3 (Gurda, Sharguiya, Bint Baya) | 10 % upon completion and acceptance of deliverables of Group 3. |
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| 2. | **Peacebuilding local development plans in 9 Municipalities are developed.** | * 1. Nine peacebuilding local development plans are produced.   2. Nine Peacebuilding local development plans are shared with MoLG and UNDP for review.   3. A launching ceremony to endorse the nine peacebuilding local development plans is organized. | 150 days after the signature of the contract | Group 1 (Sebah, Ubari, Ghat) | 15 % upon completion and acceptance of deliverables of Group 1. |
| Group 2 (Kufra, Brak, Murzuq) | 15 % upon completion and acceptance of deliverables of Group 2. |
| Group 3 (Gurda, Sharguiya, Bint Baya) | 15 % upon completion and acceptance of deliverables of Group 3. |
| 3. | **A Tension Monitoring platform is developed.** | * 1. Consultation meetings with the MoLG and UNDP are conducted.   2. A Tension Monitoring platform roadmap is developed.   3. The Tension Monitoring platform is generated online.   4. A launching ceremony is organized.   5. A final evaluation is undertaken. | 270 days after the signature of the contract | Group 1 (Sebah, Ubari, Ghat) | 5 % upon completion and acceptance of deliverables of Group 1. |
| Group 2 (Kufra, Brak, Murzuq) | 15 % upon completion and acceptance of deliverables of Group 2. |
| Group 3 (Gurda, Sharguiya, Bint Baya) | 5 % upon completion and acceptance of deliverables of Group 3. |

# ****Institutional Arrangement****

**Roles and Responsibilities of the Responsible Party:**

* + Allocate the proper and needed skilled personnel to carry out the project’s outputs;
  + Be responsible of all logistics related to the completion of this assignment including remuneration of staff /experts / administrative issues related to implementation of activities; all materials and tools required for activities completion; transportation; rental; communication; allowances etc.;
  + Ensure proper communication and cooperation with UNDP, and beneficiaries/grantees;
  + Implement and constantly monitor the activities planned for the required outputs;
  + Provide required comprehensive reports on a timely manner.

**Role of UNDP**

* + Facilitate communication and coordination with the stakeholders (municipalities, MoLG and others as required).
  + Provide quality assurance by UNDP’s personnel.
  + Follow up, monitor and evaluate the progress of implementation of activities and manage/mitigate potential risks;
  + Approve progress/final reports.

UNDP is committed to achieving workforce diversity in terms of gender, nationality and culture. Individuals from minority groups, indigenous groups and persons with disabilities are equally encouraged to apply. All applications will be treated with the strictest confidence.

UNDP does not tolerate sexual exploitation and abuse, any kind of harassment, including sexual harassment, and discrimination. All selected candidates will, therefore, undergo rigorous reference and background checks.

1. The Resolution of the Minister of Local Government No. (1500) for the year 2021. The four mentioned points under Article 17 are as below:

   *24. Strengthening the role of civil society organizations, supporting, developing them, and preserve their independence.*

   *25. Working with civil society organizations in order to create an effective partnership in the field of activities and programs aimed at developing awareness in society.*

   *28. Coordinating with the Shura Council regarding the study and evaluation of the proposals submitted to the municipality.*

   *29. Implementing of community meetings in coordination with the competent organizational units of the municipality* [↑](#footnote-ref-1)