



Consultancy Terms of Reference (TOR)

FOR DEVELOPING A COMPREHENSIVE GENDER EQUALITY AND SOCIAL INCLUSION (GESI) POLICY FOR ESAFF UGANDA

1.0 Introduction

Eastern and Southern Africa Small Scale Farmers' Forum (ESAFF) Uganda a small-scale farmers organization working to amplify the voices of smallholder farmers—especially women and youth—in policy processes at all levels. As part of its commitment to inclusive development and social justice, ESAFF Uganda seeks to develop a comprehensive Gender Equality and Social Inclusion (GESI) Policy to guide its internal operations and external programming.

2.0 Background

ESAFF Uganda is a small-scale farmer-led advocacy movement formed to facilitate processes through which small scale farmers' development concerns can be solicited, articulated and ultimately addressed through policies and programs. ESAFF Uganda focuses on advancing economic empowerment, agroecology and food sovereignty. ESAFF Uganda currently has a membership of 12,543 farmer groups with 384,056 individual small-scale farmers of which 64 percent are women in 54 districts (under the administration of 30 historical districts' forums).

Vision: A just and resilient Food System led by Small-Scale farmers.

Mission: To create an enabling environment where small-scale farmers lead in building a just and resilient food system through advancing agroecology and food sovereignty, securing Small-scale Farmers' rights to productive resources, safeguarding consumer rights, fair economic opportunities for all, promotion of public accountability of resources, and strengthening collaborative social movements at all levels.

For more information about ESAFF Uganda; <https://www.esaffuganda.org/>

3.0 Rationale and Justification for the assignment

ESAFF Uganda is deeply committed to advancing the rights and inclusion of small-scale farmers, particularly women, youth, persons with disabilities, and other marginalized groups. However, despite ongoing efforts, many of these groups continue to face systemic barriers in accessing land, participating in decision-making, and benefiting equally from agricultural development. These challenges persist due to entrenched social norms, unequal power dynamics, and gaps in policy implementation.

To respond to these realities, there is a need for a clear and actionable Gender Equality and Social Inclusion (GESI) Policy to guide ESAFF Uganda's work across programs, operations, and advocacy. Such a policy will help embed inclusion as a core organizational value, ensuring that it is intentional, measurable, and accountable at all levels.

Hiring a qualified consultant will bring in the technical expertise needed to develop a context-specific and evidence-based GESI Policy. The consultant will support ESAFF Uganda in identifying key gaps, setting clear priorities, and designing practical strategies for promoting inclusion.

The policy will also ensure ESAFF Uganda aligns its work with important national, regional, and global frameworks, including:

- The Uganda Gender Policy (2007)
- The Maputo Protocol (2003) – African Union Protocol on the Rights of Women in Africa
- The 2030 Agenda for Sustainable Development (2015) – particularly SDG 5 (Gender Equality) and SDG 10 (Reduced Inequalities)

And as such, ESAFF Uganda will be better positioned to deepen its impact, influence inclusive policy reforms, and contribute meaningfully to equitable and just food systems in Uganda and beyond.

4.0 Objective of the assignment

- Develop a comprehensive and actionable GESI Policy aligned with ESAFF Uganda's mission, vision, and strategic objectives.
- Propose an implementation plan, including monitoring, evaluation, and accountability mechanisms.

5.0 Scope of work and tasks

1. **Desk Review:** Analyze ESAFF Uganda's existing documents (strategic plan, past reports, policies) and relevant national and international frameworks on gender and inclusion.

2. **Stakeholder Consultations and Institutional Assessment:** Conduct participatory consultations with ESAFF Uganda staff, Support staff, board members, small-scale farmer members (including women, youth, persons with disabilities), and partners to evaluate current organizational practices, culture, and capacity regarding gender and social inclusion.
3. **SWOT Analysis**

Conduct a comprehensive SWOT analysis of ESAFF Uganda
4. **Draft GESI Policy:** Develop a draft policy document with guiding principles, policy statements, and implementation strategies.
5. **Validation Workshop:** Present the draft policy for feedback and refinement.
6. **Final Policy and Implementation Plan:** Deliver a final policy document and a practical implementation plan, including capacity building and resource needs.

6.0 Output/Deliverables

The consultant is expected to deliver:

- Inception Report (including methodology and work plan)
- Stakeholder Consultation Institutional Needs Assessment Report
- Draft GESI Policy
- Validation Workshop Report
- Final GESI Policy Document
- GESI Policy Implementation Plan (including M&E framework)

8.0 Consultancy Competencies, Experience, and Skills Requirements

The firm/individual consultant shall have the following experience/requirements:

- i. The legal and professional status of the organization and certificate of incorporation/registration.

- ii. Master's Degree in **Women and Gender Studies** or related field with over 3 years of working experience in the related field, possession of legal knowledge is an added advantage
- iii. Evidence of capacity to develop Gender Equality and Social Inclusion Policy; by providing their experience in at least two (2) similar assignments.
- iv. At least 2 recommendation letters from previous engagements would be an added advantage.

9.0 Reporting and Submission of Deliverables

The Consultant will report to the Program Officer, Policy and Research, for the day-to-day support, and for quality assurance and timely deliverables, with direct supervision of the National Coordinator, who will approve all the deliverables of this assignment.

Table 1: Deliverables, submission due dates, and payment schedule

Item	Report/Payment Stage	Time Frame
1	30% of the lump sum shall be paid upon approval of the inception report	2 weeks from contract effectiveness
2	70% of the lump sum shall be paid upon deployment and full rollout of the M&E MIS	1 month

10.0 Duration of the assignment

The assignment will last a period not exceeding 2 months. The assignment is expected to commence immediately after the signing of the contract.

12.0 Application Procedure

Interested consultants/firms are expected to send a complete Expression of Interest (EoI) to coordinator@esaffuganda.org before 5:00 PM on **20th September, 2025**, including the narrative and financial proposal and CVs of the consultants.