Terms of Reference

For

Plantwise Burundi Project Gender Activities
1. Background about the Plantwise Program

Plantwise to support smallholder farmers in Burundi

Plantwise is a global program led by CABI that aims to increase food security, alleviate poverty and improve livelihoods by enabling male and female smallholder farmers around the world to lose less of what they grow, produce more and improve the quality of their crops. Since its inception in 2011, Plantwise has been introduced in 35 countries, working in partnership with over 175 partners from governments, NGOs, civil society and farmers’ associations. Burundi becomes the latest country to join the list of countries where Plantwise interventions are being implemented.

The Plantwise program approach

The Plantwise program supports the development of plant health systems by working with rural extension service providers, government regulatory organs, agriculture research institutions and input suppliers facilitated through stakeholder platforms. The program in collaboration with national agricultural advisory services establishes a network of locally owned plant clinics where farmers can receive practical plant health advice. The plant clinics are run by trained front line extension staff, known as plant doctors. Farmers visit plant clinics with samples of their sick crops and plant doctors diagnose the problem and make recommendations. The Plant clinics are supported by the Plantwise Knowledge Bank, a gateway to online and offline actionable plant health information, including diagnostic resources, pest management advice and basic pest data for effective global pest surveillance. The knowledge provided to farmers through plant clinics is complemented by other methods of outreach, such as plant health rallies (PHRs) and mass extension campaigns (MECs).

Plantwise Burundi is being implemented jointly by various partners, led by Institut des Sciences Agronomiques du Burundi (ISABU), with support from CABI. ISABU is the National Responsible Organization (NRO) for Plantwise in Burundi. Implementation of activities in the country commenced in September 2020, and the project will be implemented for three years.

Integration of gender in the Program

In Burundi, women are significantly involved in crop production participating in land preparation, planting, cultivation and harvesting activities. They account for 62% of the total time (hours) spent on crop production by farming households (USAID, 2017). Despite their role in production, women are not targeted in extension advisory services, which reduces their role in decision making in the household, during crop production. Women also have limited access and ownership of productive assets, such as land (only 18% of landholders are women) and formal credit. Women have a lower literacy rate compared to men. Women’s decision-making role on agricultural produce and use of revenue from production is low, especially for cash crops, over which women farmers have limited control.

In addition to their role in crop production, women in Burundi are also fully responsible for unpaid care work activities, while less than 2% of men are involved in care work activities.

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1 Unpaid care and domestic work refers to all non-market, unpaid activities carried out in households – including both direct care of persons, such as children or elderly, and indirect care, such as cooking, cleaning or fetching water.
Women on average work between 15-19 hours per day, while men work 5-13 hours per day, depending on the season. As a result, women suffer from time poverty, which negatively affects their mobility and participation in agricultural advisory services (Oxfam, 2020).

The unequal distribution of labour and decision making in Agriculture is supported and reinforced by gender-based social norms accepted by men and women. About 94% of men and 62% of women in Burundi believe women’s most important role is unpaid care work. And 60% of men and 43% of women believe men should have the final decision-making power in the household (Oxfam, 2020). Social norms also discourage women’s participation in community decision making structures in agriculture. About, 60% of men believe women who participate in community structures will become unruly and unmanageable (Oxfam, 2020).

Gender relations can negatively affect women’s ability to seek agriculture extension advice, visit plant health clinics and apply the advice received from plant doctors. This can affect efficiency and productivity as women are responsible for many of the crop production activities. It can also negatively affect the productivity of subsistence crops mostly managed by women, with negative implications on household nutrition and food security. To mitigate identified gender-based constraints, the Plantwise program in Burundi aims to undertake the following key activities:

i. Conduct community dialogues targeted at shifting gender-based social norms affecting women’s participation and benefit from the project in intervention areas

ii. Build the capacity of plant health advisory service providers (plant doctors) on gender-sensitive extension service provision

iii. Assess and document good practices in gender-sensitive extension advisory service provision approaches and facilitate experience sharing and learning among plant health stakeholders.

This consultancy work is specifically focused on key activities (i) & (iii).

2. Objective of the Consultancy

The overall objective of this assignment is to carry out gender activities planned in the Plantwise program. The gender activities to be carried out are described below.

i. Conduct a Rapid Care Analysis (RCA)

A Rapid CARE Analysis (RCA) is a participatory community-level assessment process undertaken to uncover how unpaid care work activities affect women’s participation in development programs. The process also helps to identify practical solutions to improve their participation. Through facilitated dialogue, the process helps to map the time use of men and women and reflect on implications of the current time use patterns on their participation in development programs. It explores social norms influencing time use and division of care activities. It helps to identify problematic care activities which are the most time consuming and affect mobility, health and opportunity for women. It will then identify solutions to reduce and redistribute problematic care tasks with the support of various stakeholders. The RCA exercise is conducted at the community level is followed up by discussions with local
government and other stakeholders on action plans for reduction and redistribution of care work to allow participation of women in Plantwise activities, such as, attending plant clinics. The RCA methodology and tools developed by Oxfam are expected to be used.

ii. Develop a community conversation (CC) manual and train community facilitators to carry out regular community dialogues

The community conversation (CC) is a participatory approach that involves a series of facilitated dialogues in which people from the same community have open discussions about what might be holding them back from achieving their development goals. The consultant is expected to use available guiding documents provided to adopt existing CC manuals and develop one fit for the Plantwise project in Burundi. The manual should cover discussion topics, such as the distribution of unpaid care work in intervention communities and its impact on women’s time to participate in agricultural meetings and training and to seek agricultural advisory services; the gender division of roles and decision making at the household level and gender-based social norms affecting women’s participation in the public arena. The manual developed should include facts and information obtained from the RCA assessments described under activity (i) above, and also other gender analysis studies conducted in Burundi, which will be provided to the consultant. The community conversation process or dialogue is carried out in communities to change attitudes and shift social norms on unequal gender relationships. The dialogue process will take from 6 months to a year and will engage the same groups of community members meeting regularly, on a bi-monthly basis.

The dialogues will be led by trained local facilitators who will facilitate the discussion based on a guiding manual that provides a step by step discussion guide intended to help community members to reflect and challenge existing beliefs and norms and gradually adopt positive norms. The community facilitators will be selected by ISABU, the national partner in Burundi, and trained by the consultant.

iii. Identity and document good practices in gender-sensitive agriculture extension service provision approach in Burundi and organize learning events

This activity is aimed at promoting learning on good practices in gender-sensitive agriculture extension service provision among plant health stakeholders. The consultant is expected to map organizations adopting innovative solutions and good practices in improving women’s access to agriculture extension services and agricultural inputs in Burundi. The mapping is followed by a quick assessment and documentation of what works in the context of Burundi, in a learning brief, by consulting identified Organizations/programs. Experience sharing and learning workshops among plant health stakeholders will be organized in collaboration with ISABU, to share identified good practices and approaches.

In the second and third years of the project, the consultant is expected to document stories of change on gender from the Plantwise Program in Burundi. Stories of change and testimonies of successful women farmers, who can be considered role models, will be documented in video clips and leaflets. The communication products will be shared with farmers by organizing farmers experience sharing events in collaboration with ISABU.
3. Methodology

i. Conduct a Rapid Care Analysis (RCA)

The RCA is expected to be conducted using tools developed by Oxfam. The methodology involves conducting a two day workshop with men and women community groups using participatory tools for discussion and reflection on unpaid care work. The workshops are expected to be conducted in two Collines where plant clinics are opened, involving men and women farmers. The two Collines will be selected in consultation with the ISABU team. It is advised to select collines that represent different agro-ecologies or socio-cultural settings. The participants for the workshop will be selected in consultation with ISABU in each of the two collines.

ii. Develop a community conversation (CC) manual and train community facilitators to carry out regular community dialogues

The consultant is expected to review and adopt community conversation manuals developed for discussions on gender equality issues in the context of rural farming communities. The consultant is advised to look at a WFP P4P community conversation manual developed in Ethiopia as one example. The CC manual should use information from the RCA assessment on distribution unpaid care work and its implications and other gender analysis studies conducted in Burundi to present facts and guide discussions.

The consultant is expected to train 20 community conversation facilitators (two community conversation facilitators per colline) from each of the 10 collines where plant clinics are established. The training will be on the contents of the CC manual; how to conduct community dialogues and facilitation skills. Two community conversation facilitators, volunteers based in communities where the community dialogues will take place, will be selected by ISABU from the 10 collines where plant clinics are established. A five days training of community conversation facilitators will be conducted in 2021, followed by a two days refresher training in 2022.

iii. Assess good practices in gender-sensitive agriculture extension service provision approaches in Burundi and organize learning events

The methodology involves mapping key organizations working with women farmers to improve access to agricultural advisory services and agricultural inputs in Burundi and conducting key informant interviews to identify innovative approaches and good practices that can be

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Sample CC manual - WFP.pdf

4 Sample CC manual - WFP.pdf
replicated. The organizations to be mapped will include some partners of the Netherlands Embassy in Burundi that have been identified for introducing innovative approaches in gender and agriculture. The list of these organizations and contact persons will be provided to the consultant.

The consultant, in collaboration with ISABU, is expected to organize a learning workshop for plant health stakeholders, including Plantwise steering committee members in Burundi, for experience sharing on the innovative approaches and good practices identified.

In 2022 & 2023, the consultant is expected to conduct interviews with model women farmers, identified in collaboration with ISABU, and document their stories in video and leaflets. The consultant, in collaboration with ISABU, is expected to organize farmers field days where successful women farmers can share their experiences.

4. Expected Deliverables and Timeline

Activities and deliverables in 2021

- The RCA is expected to be conducted in September 2021 in two collines where plant clinics are established. A summary report of the assessment should be submitted in English. The expected consultancy days for this activity is 5 days.
- The first draft of the CC manual (in English) is expected to be submitted on the 20th of October for review by CABI and ISABU team. The final draft of the manual should be delivered by the 30th of October, 2021. Expected consultancy days for reviewing and adopting the CC manual including translation is 5 days.
- The CC manual is expected to be translated into French and training of CC facilitators organized until the 20th of November, 2021. The expected consultancy days for the training of CC facilitators is 5 days.
- The mapping and documentation of good practices in gender-sensitive agriculture extension should be conducted and a learning workshop organized until the end of December 2021. The learning brief and workshop report should be delivered in English. The expected consultancy days for this activity is 8 days.

Activities and deliverables in 2022

- A two days refresher training with community conversation facilitators by end of June 2022 with training report submitted in English
- Documentation of stories of change from model women farmers actively participating in plant clinics, in Kirundi and French, for experience sharing with other farmers

Activities and deliverables in 2023

- A two days refresher training with community conversation facilitators
- Documentation of stories of change from model women farmers actively participating in plant clinics, in Kirundi and French, for experience sharing with other farmers

Note: The activities for 2022 and 2023 are tentative and can be revised. Continued engagement of the consultant in 2022 and 2023 will depend on the performance of the consultant in 2021 and the needs of the program.
5. Management and Implementation Responsibilities

The consultant will report directly to CABI. However, the Consultant will also be expected to work closely with ISABU, Plantwise Burundi national partner.

The Consultant shall be responsible for:

- Conducting RCA in 2 collines and submitting a summary report
- Developing a CC manual by adopting existing manuals and using data from the RCA workshops and other gender analysis reports
- Seek feedback from CABI on the draft CC manual and revise as per comments provided
- Translate the CC manual into French and train CC facilitators on the CC manual and facilitation skills
- Map organizations adopting innovative approaches to reach women farmers in agriculture extension advisory services and inputs
- Conduct key informant interviews with identified organizations/programs, identify good practices and develop a learning brief
- Organize experience sharing workshop for plant health stakeholders

Depending on performance in 2021 and the need of the program, if the consultant continues to provide services in 2022 & 2023, the consultant shall be responsible for:

- Conducting refresher training for CC facilitators
- Documenting stories of change on model women farmers actively participating in plant clinics
- Organizing farmers’ experience sharing events, where experiences of role model women farmers will be shared, in collaboration with ISABU

ISABU, the national partner in Burundi shall be responsible for:

- Selecting and mobilizing participants for RCA workshops in collines where Plantwise clinics are established
- Selecting community facilitators who will facilitate community conversations in consultation with CABI on criteria for selection
- Organizing training workshops for CC facilitators in collaboration with the consultant
- Supervising community facilitators as they carry out community dialogues regularly
- Identifying and inviting plant health stakeholders and Plantwise steering group members for a learning workshop on good practices in gender-sensitive extension service provision
- Identifying model women farmers actively participating in plant clinics for documentation of their stories and organizing farmers experience sharing events in collaboration with the consultant.

CABI shall provide:

- Guidance and technical support as required throughout the implementation of the gender activities
- Provide feedback on the first draft of the community conversation manual
- Provide support to ISABU on implementation of the community conversation activity, such as, providing criteria for selection of community facilitators, providing reporting formats for CC facilitators, etc.
• Comments and feedback on, and approval of all deliverables, within agreed timelines.

6. Essential
• A minimum of 5 years’ experience in gender equality, women’s empowerment work, with a focus on agricultural and extension advisory interventions, or shifting of social norms, or unpaid care work
• Demonstrable practical experience in participatory community methodologies, such as community conversation, rapid rural appraisals and similar methods
• Strong analytical, facilitation and communication skills
• The consultant should be fluent in spoken and written English, French and the main local language—Kirundi
• The Consultant should possess a minimum of Postgraduate qualifications in gender studies, sociology, agricultural economics, agricultural extension, development studies, or any other related social science fields.
• Experience working with rural communities in conducting gender-related assessments
• Excellent reporting and presentation skills

Desirable
• In-country knowledge of gender issues, public agricultural extension services and provision of agricultural inputs

7. Proposal for Assignment
Interested candidates are requested to submit:
1. A full proposal detailing their interpretation of the TOR, proposed methodology, work schedule and detailed plan of activities. The proposal should ideally not exceed 10 pages
2. The proposed budget, in US Dollars (Propose a realistic budget for this assignment), including a breakdown of the budget and a justification of expenses. The budget should include only those costs that can be directly attributed to the activities proposed, with an explanation of budget line items. (Note that the consultant is expected to propose a budget only for activities implemented in 2021, for which expected consultancy days are stated.)
3. Copies of all relevant certificates & Curriculum Vitae
4. A sample of similar interventions, completed within the last 18 months (this will be treated as confidential, and only used for assessing suitability for the assignment)
5. Three referees (including, one from a most recent assignment).
6. Upon a review of the submission, CABI and ISABU may require additional documentation to fulfil due diligence requirements. Requests for this will be made on a case by case basis, and a timeframe for turnaround agreed.

All documents must be submitted by email to: [procurement-africa@cabi.org] by close of business on 25th July 2021.