Terms of Reference for Gender Analyses for SWACR, Frist 1000 Days, and SGTF Projects

Overview

Application deadline	June 20,2025
Contract starts	July to Aug 2025
Duration	40 Days
Program sector(s)	Health, WASH, Climate Change and Gender Equality
Project/Program name	1. Strengthening Water Access for Climate Resilience (SWACR) 2. The first 1000 Days (Phase III) Project 3. She Grows the Future Project (SGTF)
Type of consultancy	1-2 individual consultants and/or consulting Team to conduct one or more of the Gender Analyses listed below. Please specify which project(s) you would be best suited for in your proposal.
Project/Program location	• SWACR Project is located in Samphan, and Mai districts, Phongsaly Province. • The First 1000 Days project is located in 3 districts in Phongsaly Province (Mai, Khoua, Samphan) and 2 districts in Sekong Province (Kaleum, Dakcheung). • SGTF project is located in Ta Oy and Lao Ngarm districts, Saravane province.
Consultant location	In-country would be preferred
Funded by	• Botstiber Foundation • The Ministry of Foreign and European Affairs (MoFA) Luxembourg • AFD

Background

CARE International is a global NGO working to end poverty and achieve social justice. We rebuild and improve the lives of the most vulnerable groups, especially women and girls who are often the most marginalised individuals in their communities and face unequal access to social and economic rights. In 2024, CARE worked in more than 100 countries around the world, supporting 200 million people from vulnerable communities to fight poverty and social injustice. To date, CARE supported over 52 million participants to promote lasting change in their lives, in line with the Sustainable Development Goals.

CARE International in Lao PDR began its operations in 1992 and has worked since then to improve the lives of vulnerable groups in both rural and urban areas, particularly the ethnic minority communities. CARE works in partnership with community members, the government, local civil society organizations, and the private sector. CARE currently implements projects in seven provinces: Vientiane Capital, Phongsaly, Luang Namtha, Luangprabang, Salavan, Champasack and Sekong.

CARE's "Marginalized Women and Girls" program in Laos empowers women and girls through integrated initiatives focusing on women's health, economic empowerment, and climate resilience, utilizing evidence-based practices to drive sustainable socio-economic justice. This is achieved by strengthening health systems, combating gender-based violence, improving food access, fostering resilient livelihoods and inclusive value chains, and enhancing climate adaptation through community-driven action plans that combine scientific and traditional knowledge, ultimately contributing to poverty reduction and a more equitable society. CARE Laos commits to women and girl empowerment, locally led and globally scaled through a comprehensive approach to long-term commitment to building local capacity as central to our mission.

Project Overview

1. Strengthening Water Access for Climate Resilience in Phongsaly (SWACR)

The Strengthening Water Access for Climate Resilience (SWACR) project in Phongsaly, funded by the Botstiber Foundation, aims to improve community health by increasing year-round, long-term access to sufficient water for drinking, hygiene, and sanitation in all target households. The project specifically seeks to demonstrate effective, climate-resilient and gender-sensitive approaches to meeting the water needs of upland families. Aligned with this overarching goal, SWACR will focus on enhancing access to safe water in 15 communities across Samphan and Mai districts. The project will adopt sustainable approaches to water infrastructure development and promote positive community behavioral practices to ensure both access and quality. In collaboration with local communities, SWACR will prioritize adequate investment in water systems while emphasizing awareness-raising and capacity-building as essential components for long-term sustainability. Additionally, throughout the project implementation period, CARE will explore climate-resilient livelihood options that will contribute to long-term sustainable use and consumption of water and protection of water sources in communities.

Water access in Laos has been steadily improving over the last decades. While overall facilities and services have increased, many communities in rural areas in Laos still struggle with year-round water access and access to safe water. Water shortages are often linked to limited hygiene practice which causes high incidence of diseases, including diarrhea and cholera, in rural areas and affects children's nutrition. Water issues in rural areas are often associated with gender roles within the household, particularly among ethnic minorities. In approximately 50% of households, members who collect water are usually women and girls – a figure that is higher when it comes to women and girls who have little or no education. Collecting water also involves many possible risks for women and girls, particularly when they have to travel far from their home or to harder-to-reach areas. It also takes away their time and participation in many opportunities in their lives. The project will have strong gender focused mechanisms, to ensure that women and the poorest in each community are able to fully benefit from project activities including being involved in the planning and decision-making processes for water systems and village infrastructure. The Gender Analyses will directly identify the gender mechanisms required at an individual, household, and community level, informing programming to improve gender equality in target communities.

2. The First 1000 Days: Phase III project

The first 1000 days: Phase II in Sekong and Phase IV in Phongsaly Project is a co-financed by the Ministry of Foreign and European Affairs (MoFA) of Luxembourg and CARE Luxembourg a.s.b.l. (CARE LuX), with a project duration of 48 months (from the approval of MOU to December 2027). The project goal is to reduce maternal and child mortality and improve health outcomes for women, adolescents, and children in the first 1,000 days of the life of a child in Sekong and Phongsaly provinces as well as to support poor and vulnerable households in remote, rural areas to facilitate access to and improve the quality of nutrition-related health services for mothers and children, food and nutrition security for women, men,

girls and boys in the targeted areas. To achieve these objectives, it focuses on health and nutrition related capacity strengthening of health volunteers, peer mobilisers, midwives and health center staff as well as facilitating access to and improved quality health and nutrition services for mothers (15-49 years of age) and children (below 2 years of age, CU2). The project is implemented in 3 districts in Phongsaly province (Mai, Khoua, Samphan) and 2 districts in Sekong province (Kaleum, Dakcheung).

The project is primarily implemented by CARE International in Laos (CARE Laos) in partnership with the Ministry of Health and with technical support from the mother and Child Health/ Nutrition Centers at the national level. It works in close coordination with Provincial Health Office, Provincial Lao Women Union, District Health Office District Lao Women Union Offices, and the Provincial and District Education and Sports Bureau to ensure local ownership and alignment of national objective, cascading effectively from the central level to the district level.

The specific objective (SO) is to:

1) improve access to good quality health services for mothers and children,
2) improve food security/nutrition of women of reproductive age, men, children and other vulnerable groups in the targeted communities,
3) strengthen the economic/financial independence of women and young boys/girls, and
4) develop strong partnerships with local stakeholders such as Govt authorities, village authorities and locally led CSOs.

Maternal and child health (MCH) and nutrition outcomes are deeply influenced by gender relations and gender roles at the individual, household, and community level, for example, women's workload can limit time of raring children and self -care specifically fulfilling the health and nutritional needs (e.g. breastfeeding, ANC checkups) ; husband's or male partners control over finances may affect decisions on seeking health care, cultural norms on where women and girls are not able to access to formal education can lead to early marriage, pregnancies and child birth and reduced their earning potential that limit their access to essential health and nutrition services The Gender Analyses will inform project activities in\ MCH and nutrition programming, ensuring that gender-specific barriers are addressed, resources and tools are gender sensitive, (e.g. access to health care services- GBV referrals, VSLA, SAA, CSE, etc.), resources are equitably provided, and health outcomes are improved in the community. Therefore, CARE is planning to undertake an analysis to understand the barriers that face men, women, boys and girls in participating and benefiting from the two project interventions. The Gender Analyses reports will strengthen the gender equality strategy and support the project implementation.

3. She Grows the Future Project (SGTF)

She Grows the Future (SGTF) is a 3-year multi-country program funded by Agence Française De Développement (AFD) and Fondation L'Oréal (FLO) through CARE France. It is being implemented in Peru (Ayacucho and Huancavelica regions), Ecuador (Bolívar, Cotopaxi, Chimborazo, and Imbabura provinces), Laos (Saravane province), and Vietnam (Lai Chau province). The program is designed to accelerate the implementation of inclusive climate adaptation policies and practices led by women. It will directly benefit 4,110 people, nearly 70% of whom are women, and will strengthen more than 48 Civil Society Organizations (CSOs). The program focuses on key themes such as climate justice, gender equality, food security, and biodiversity conservation.

To achieve its goals, SGTF works directly with women leaders and networks, while also strengthening national and local civil society to advocate for women and youth's participation in policy development, governance, and decision-making processes regarding climate adaptation and natural assets. The program aims to accelerate the implementation of gender-transformative climate change adaptation policies and practices in Latin America and Southeast Asia. Specifically in Laos, the project is to increase the implementation of policies to adapt to climate change, which is a structural problem for women, to

transform gender norms and reduce the use of gender-based violence, and to create a network with social organizations that work on coping with climate change by promoting knowledge, skills and access to information in managing resources for women and youth in remote areas of Laos through two interlinked specific objectives:

1. Support the deployment, scaling-up, and dissemination of ecosystem adaptation and conservation solutions by rural women.
2. Promote the emergence of an ecosystem of committed and competent stakeholders for adaptation and ecosystem conservation policies and practices that transform gender norms at local, national, and regional levels.

A gender analysis for SGTF is to assess the discriminatory formal and informal gender norms, power and participation. This includes an analysis of women's access to and control over productive resources (physical, natural, economic, social), their participation in formal and informal structures, as well as barriers and opportunities to support women's meaningful participation and leadership in climate adaptation.

Purpose of Gender Analyses

The purpose of conducting Gender Analyses is to inform strategic planning and decisions for the three different projects in Phongsaly, Sekong and Saravane provinces by identifying different priority needs, capacities and coping strategies of women, girls, men, boys and other at-risk groups, and access barriers faced by them. It employs different data analysis from a range of primary and secondary information to understand gender roles and relations and how they may change which provide practical programming and operational recommendations to meet the different needs of women, men, boys and girls and to ensure we 'do no harm'. The analysis should provide the following detailed information:

1. To gain an understanding of gender and power relations and labour division between men and women, including productive labour and unpaid care and domestic work (including labour burden of water collection in SWACR project).
2. To expand understanding and awareness of who has access to and control over resources, specifically attention to resources that are related to livelihoods and other economic activities.
3. To identify opportunities and barriers to women's participation in leadership, agriculture and economic activities, community planning and decision making (such as design of water systems) and the resulting impact in women's health and their control over resources including in the following areas:
    - Group dynamics and women's involvement (value chain groups, village savings and loan associations, farmers' associations, farmer producer groups, group sale collectives, cooperatives, business groups, water management committees)
    - Involvement in leadership positions in the community, including village leadership committee, water management committee, and other key decision-making positions within communities
4. Gain an understanding of social norms and current cultural practices which promote and/or hinder gender equality specifically those that exacerbate or limit women's participation in accessing health services, decision making, economic activities (especially off-farm and business development), gender-based violence and unpaid care and unequal distribution of domestic work.
5. To identify and outline the expected risks, including GBV and develop strategies to minimize these risks
6. Map out GBV response services available for the GBV survivors in the provinces.

The gender analysis consultancy will be linked to the project baseline study and other research on gender

responsive infrastructure, childcare services, previous project reports, CARE Gender Analyses tools, and reports that had been conducted in the past.

Target group

Target of participants that will be involved in the Gender Analyses survey are;

1. Community Members including women, pregnant and lactating women
2. Adolescent girls and boys
3. Persons Living with Disabilities, particularly women and girls
4. Members of Water Management Committee
5. Community leaders including women (e.g. Village leadership, elderly women, Village Lao Women Union, Village Health Volunteers)
6. Representative of government partners from Provincial Health Office, Provincial Lao Women Union, District Health Office and District Lao Women Union Offices including technical experts from Nam Saat; also, Provincial and District Agriculture and Forestry offices

Methodology

The Gender Analyses will be conducted for three different projects (1. the SWACR project, 2. the 1000 Days project, and 3. SGTF project) across three provinces, Phongsaly, Sekong and Saravane. The analyses will result in three separate Gender Analyses reports, each reflecting the specific context, findings, and recommendations for the respective project and location.

The consultant(s) will lead the entire Gender Analyses process, including designing the study, data collection, analysis, and report writing. CARE Laos will provide existing Gender Analyses tools and relevant reports, as well as technical input from the Women's Economic Justice Advisor. The selection of villages to be visited will be consulted and agreed upon in close coordination with the CARE Laos team.

A mixed-methods approach will be used, combining both primary and secondary data sources to gain a comprehensive understanding of gender roles, power dynamics, and how these affect participation in economic activities, access to resources, and exposure to gender-based violence (GBV). The Gender Analyses will build on and be linked to the broader project baseline study and other related research on gender-responsive infrastructure, childcare services, and past project reports and gender analyses.

Data Collection Methods should include:

- **Focus Group Discussions (FGDs):** Conducted separately with women, men, boys, and girls to ensure inclusive and meaningful participation, capturing diverse perspectives on gender roles and community dynamics.
- **Key Informant Interviews (KIIs):** Targeted interviews with stakeholders such as local authorities, WASH committee members, community leaders, service providers, and project staff to gather in-depth insights.
- **Secondary Data Review:** Examination of existing literature, reports, and data to contextualize findings and identify information gaps.
- **Observations:** Systematic observation of community settings and interactions to supplement and validate data collected through other methods.

These methods will be adapted to ensure gender sensitivity and inclusivity, with data disaggregated by sex and age. The analysis will be specific to each project:

SWACR Project – Gender Analyses Focus Themes

- Gender Roles in Water Access and Management
- Participation in Decision-Making and Community Structures
- Climate-Resilient Livelihoods and Economic Activities
- Access to Information, Capacity Building, and Behavior Change
- Social Norms and Gender Equality

First 1000 Days Project – Gender Analyses Focus Themes

- Gender Roles in Childcare, Nutrition, and Health
- Access to and Control over Health and Nutrition Services
- Participation and Capacity of Frontline Health Workers
- Social Norms and Cultural Practices in Health and Nutrition
- Gender-Based Violence and Protection Risks

She Grows The Future Project - Gender Analyses Focus Themes

- Gender Roles in climate adaptation and mitigation plan
- Participation in Decision-Making and Community Structures
- Climate-Resilient Livelihoods and Economic Activities
- Access to Information, Capacity Building, and Behavior Change
- Social Norms and Gender Equality
- Gender-Based Violence and Protection Risks

Cross-Cutting Themes

- Sex- and Age-Disaggregated Data and Analysis
- Inclusion of Marginalized and Vulnerable Groups
- Mapping of Services and Referral Mechanisms
- Do-No-Harm and Gender-Transformative Approaches

The sample size and target villages for the Gender Analyses will be designed and confirmed in close consultation with the CARE Lao team, with village selection based on criteria such as geographic diversity, vulnerability, representation of marginalized groups, program relevance, and accessibility. The sampling will be purposive, rather than representative.

Scope of Work

The consultant/s are expected to:

- Design the gender analysis protocol to ensure the gender analysis provides enough information but is not duplicated with baseline data and other research under the project.
- Adapt/contextualize the existing CARE's Gender Analyses Tools.
- Provide training to projects' team members on data collection and quality assurance
- Conduct the data collection in selected research sites
- Lead the data analysis

- Consult with partners and women and men in the project areas on the results
- Write a two pages Gender in Brief for all three projects based on literature review and as part of the inception report
- Write a gender analyse narrative report (max 15 pages, excluding annexes) per project

CARE Lao will be responsible to:

- Provide consultant with relevant documents include the projects' proposals; Logframe; gender equality strategy; baseline survey and related study report
- CARE Laos' program strategies (e.g. Gender Strategy, Women's Health program approach)
- CARE Gender Analyses Tool and report template and Gender in Brief Template
- Provide feedback on the protocols and data collection tools
- Support the data collection in the field
- Participate in data analysis if needed

Roles and Responsibilities

Team Member and Roles

Phase	Responsible Person	Primary Tasks
Desk Review and Gender in Brief and Inception report	MILKA Advisor, WEE Advisor, Health team and Provincial Managers	Facilitate Gender Analyses process and manage the external consultant(s) by coordinating with CARE USA, donor, and government partners.
	External Consultant(s)	- Lead in designing the necessary methodology and tool for conducting the Gender Analyse by collaborating with CARE Laos' program team. - Ensure the appropriate team composition by collaborating with CARE team regarding ethnic groups. - Lead in training for data collection - Lead in writing the inception report.
Data Collection	MILKA Advisor, WEE Advisor, Provincial Managers	- Lead in facilitating logistics and making appointments with the selected target groups mentioned above. - Provide relevant information and data as requested.
	External Consultant	- Lead in collecting the data following the data collection plan. - Lead in cleaning the data and data processing/translation if required.
Data Analysis	External Consultant	- Lead in analyzing the day following the objective and requirement from the Gender Analyse studies ToR. - Cross check all data to ensure that collected data meets the needs of the baseline study objectives and requirements.
Reporting	External Consultant	- Debriefing for community representatives and government partners at the district level. - Debriefing for the program team from CARE Laos, and relevant Partners.

Deliverables

Below are summaries of key deliverables:

Deliverable	Description	By when
Inception report	Including the methodology, sampling, tools, and the guiding principles of the baseline study and data analysis plan.	W1 July 2025
Gender in Brief (2 pages)	Gender in Brief should provide them with the key information they need to know about gender to work and programme effectively in the project' context. Use CARE's Gender in Brief Template. Require 1 Gender in Brief	W1-2 July 2025
Cleaned qualitative and quantitative data sets.	The external consultant(s) should deliver, at minimum, all files including quantitative data sets (raw and refined products), transcripts of qualitative data and others in an easy-to-read format and maintain naming conventions and labelling for the use of the project/program/initiative and key stakeholders.	W3-4 July 2025 Field Data collection W1-2 Aug 2025 Data analysis
Draft 3 Gender Analyse reports	Draft Gender Analyses reports for - SWACR project - the Frist 1000 Days project, - SGTF project Max 15 pages for each report, excluding annexes	W3 Aug 2025
Finalize 3 Gender Analyses Reports	Following the feedback on the draft reports	W4 Aug 2025

Timeframe

The following table shows the anticipated work schedule:

	Item	Specific Task	Days	Tentative dates
1	Pre-field activities	Project literature review - CARE to support documents.	2	
		Inception report: Design methodology, research tools and plan data collection.	3	
		Produce 1 Gender in Brief: write 2 pages about key information about gender to work and conduct the gender analyses effectively	1	
		Training on data collection and prepare the document	2	
		Sub-total	**8**	
2	Field activities	Travel to the target districts and provinces	-	
		Interview key project and program staffs / relevant	2	

		stakeholders at the field level In Phongsaly and Sekong		
		Field data collection in 5 districts	15	
		Reflection and feedback sessions (Debriefing) with Project and program teams (day workshop) (Field level)	3	
		Travel to Vientiane.	-	
		Sub-total	**20**	
3	Report writing	Prepare the draft Report (1st draft)	6	
		Finalize first draft of report (2nd draft) Two weeks for back-and-forth comment and feedback	2	
		Present the key findings to CARE Senior Program Team and relevant partners in Vientiane Office for feedback	1	
		Finalize report (taking into account comments from CARE) and submit the finalized report to CARE.	3	
		Sub-total	**12**	
		Grant Total	**40**	

NOTE: Where more than 5 days are necessary for data collection, the consultant should not expect that supporting CARE or partner staff will work without break for this entire period and respect that they are entitled to weekends as per the CARE HR policy. The consultant therefore accepts that they may be located outside of their usual place of residence at weekends and that it cannot be assumed that this is working time for field staff (accommodation will be covered).

Selection Criteria

1	Experience	▪ At least 5 years' experiences in women's rights, gender analysis, and gender integration in WASH and Health projects in Laos ▪ Demonstrated strong social research and reporting skills, including experience conducting quantitative and qualitative research. ▪ Demonstrated successful experience in qualitative research, including overall design, approach and methodological rigour. ▪ Demonstrated good understanding of gender issues, women's empowerment in Laos ▪ Relevant technical experience (e.g. food security, gender mainstreaming, ethnicity, Social Behavioral Change and Communication, rural livelihoods, institutional development, etc.) is preferred.
2	Qualification	▪ Advanced university degree in gender studies, economics, social sciences or equivalent with an excellent understanding of gender issues in the ethnic minority in Laos
3	Technical skills	▪ Research, survey (e.g. PRA/PLA), stakeholder interviews (ranging from field level to national level stakeholders), report writing, presentation. ▪ Ability to work autonomously and have demonstrated skills in leading baseline study projects.
4	Language	▪ Excellent command of English (writing and speaking). ▪ Experience in Lao PDR and Lao language skills are desirable.

5	References	▪ A minimum of two referee contacts who have managed the proposed consultant previously.

As a matter of course, all consultants are subject to the following policies:

- CARE Lao Child Protection Policy.
- Terrorist Check Safety and Security Management Plan.
- CARE Code of Conduct.

How to apply

If you are interested in this role, please submit your (1) CV, (2) cover letter, (3) two references, (4) Gender Analyses Proposal plan, and (5) cost quotation (daily rate) to: Lao.contracts@care.org by **20th June 2025**, **please include the text: "Gender Analyses for 3 projects"** in the subject of your email.

Note that the cost quotation should include the consultant's daily rate and any materials related to desk review. On-site logistic arrangements will be covered by the CARE team.

For specific technical and more information, please contact Ms. Anousone Sengmanikham at Anousone.Sengmanikham@care.org