

Terms of Reference (ToR)

Consultant for Facilitating Capacity Building on Sexual and Reproductive Health and Rights (SRHR) Policy Analysis, Advocacy, and Dialogue for Local CSOs and WROs in Tanzania

1. Background

Restless Development Tanzania, in collaboration with its partners, is empowering local Civil Society Organizations (CSOs), including Women's Rights Organizations (WROs) and youth-led organizations, to effectively advocate for, analyze, develop, and review Sexual and Reproductive Health and Rights (SRHR) policies, strategies, guidelines, and programming in Tanzania. To drive evidence-based advocacy, Restless Development seeks a highly qualified consultant to facilitate a comprehensive 5-day capacity-building initiative and high-level dialogue. The intervention is designed as a practical capacity-building and policy engagement process through which local CSOs, WROs and youth-led organizations will strengthen their capacity to analyse SRHR policies, identify policy and implementation gaps, develop evidence-informed recommendations, and engage relevant decision-makers to advance SRHR policy and programming priorities. The process will combine practical learning, policy analysis, advocacy planning and structured engagement with key stakeholders to promote meaningful participation of civil society and young people in SRHR policy processes.

2. Objective

To design and deliver a 5-day initiative for 23 representatives from local CSOs, WROs, and youth-led organizations. The objective is to enhance their capacity in SRHR policy analysis and advocacy, facilitate the collaborative development of an actionable policy paper targeting current SRHR gaps, and host a policy presentation dialogue with key decision-makers from line ministries.

Specific Objectives

The assignment will specifically aim to:

1. Strengthen the capacity of local CSOs, WROs and youth-led organizations to analyse existing SRHR policies, strategies, guidelines and programming.
2. Enhance participants' skills in evidence-based advocacy and strategic engagement with policy-makers and other relevant stakeholders.
3. Enable participants to identify key policy and implementation gaps affecting SRHR, particularly those affecting women, girls and young people.
4. Facilitate the development of an evidence-informed and actionable policy paper presenting identified gaps, priority issues and practical recommendations.
5. Strengthen linkages between civil society actors and relevant government decision-makers through a structured policy dialogue.
6. Facilitate the identification of concrete advocacy and follow-up actions to support continued engagement on SRHR policies, strategies and commitments.

Expected Results

By the end of the assignment:

1. Local CSOs, WROs and youth-led organizations have strengthened knowledge and practical skills in SRHR policy analysis, advocacy and policy engagement.
2. Participants are able to identify and analyse key SRHR policy and implementation gaps using evidence-based approaches.
3. A validated policy paper addressing priority SRHR policy gaps and providing actionable recommendations is developed.
4. CSOs, WROs and youth-led organizations have strengthened their engagement with relevant government ministries and decision-makers.
5. A structured policy dialogue is conducted to present evidence and recommendations and promote dialogue on priority SRHR policy issues.
6. Practical advocacy and follow-up actions are identified to support continued engagement on SRHR policy implementation and accountability.

3. Scope of Work

The consultant will be responsible for the technical delivery of the assignment. Restless Development will handle participant identification, invitations, logistics, venue, accommodation, and event administration.

- **In-Advance Policy Mapping & Contextualization:** Identify and map current SRHR policies, strategies, and guidelines based on ongoing national trends. Provide this mapping in advance to enable Restless Development to issue timely invitations to relevant ministerial decision-makers.
- **Training Design & Preparation:** Develop tailored training modules, session plans, analytical frameworks, and participant materials focused on SRHR policy review and evidence-based advocacy.
- **Practical Application and Policy Engagement:** The consultant will ensure that the training and policy dialogue move beyond theoretical knowledge and provide participants with practical tools for policy analysis, evidence generation, advocacy planning and engagement with decision-makers. Participants will apply the skills gained during the training to analyse a selected SRHR policy, strategy or guideline and develop an evidence-informed policy paper with clear, feasible and actionable recommendations.
- The consultant will also facilitate the identification of priority advocacy actions and stakeholder commitments arising from the policy dialogue, providing a basis for continued engagement and follow-up by Restless Development and participating CSOs, WROs and youth-led organizations.
- **5-Day Facilitation (21th – 25th September 2026):**
 - **Days 1–3 (21st – 23rd September):** Facilitate intensive training on SRHR policy landscapes, policy analysis techniques, strategy development, and targeted advocacy.
 - **Day 4 (24th September): Practical Policy Analysis and Policy Paper Development**

Participants will apply the policy analysis tools introduced during the training to a selected SRHR policy, strategy, guideline or programming framework. The exercise will identify key policy gaps, implementation challenges, evidence gaps and opportunities for policy improvement. Participants will work collaboratively to develop an evidence-informed policy paper containing priority issues, findings, actionable recommendations and proposed advocacy messages.

- **Day 5 (25th September): Policy Dialogue and Advocacy Engagement**

The consultant will facilitate a high-level policy dialogue bringing together participating CSOs, WROs and youth-led organizations and relevant government decision-makers. Participants will present the policy paper and key recommendations, engage decision-makers on identified SRHR policy and implementation gaps, and agree on practical follow-up actions and areas for continued engagement.

- **Reporting (by 3rd October 2026):** Submit a comprehensive final report summarizing the methodology, key training outcomes, the final policy paper, participant feedback, and strategic recommendations for post-training policy tracking.

4. Key Deliverables & Timeline

Deliverable	Timeline
SRHR Policy Mapping and Contextualization (to Inform Ministry Invitations)	By 17th September 2026
Detailed Training Modules & Draft Agenda	By 18th September 2026
Three-day capacity-building workshop delivered to 23 CSO, WRO and youth-led organization representatives	21st – 23rd September 2026
Practical SRHR policy analysis exercise and analysis matrix completed by participants	24th September 2026

Evidence-informed and validated SRHR policy paper with actionable recommendations	24th September 2026
Policy dialogue with relevant government decision-makers conducted and key action points documented	25th September 2026
Final report documenting methodology, results, participant feedback, policy paper, agreed actions and recommendations for follow-up	By 3rd September 2026)

5. Duration and Location

- **Timeline:** 18th September 2026 to 3rd October 2026 (covering preparation, mapping, facilitation, and reporting).
- **Location:** Dodoma, Tanzania (venue details to be communicated).

6. Qualifications and Experience

- Advanced degree in Public Policy, Law, Development Studies, Public Health, Gender Studies, or related social sciences.
- Demonstrated experience in SRHR policy analysis, strategy development, and advocacy in Tanzania.
- Proven track record of working with youth-led organizations, local CSOs, and Women's Rights Organizations (WROs).
- Strong facilitation skills with experience organizing high-level dialogues involving ministry officials and decision-makers.

7. Financial Arrangements

- Restless Development will directly cover all logistics, venue costs, participant travel, accommodation, and catering.
- The consultant's professional fee must be all-inclusive (covering travel to Dodoma, accommodation, and personal expenses during the assignment) and should be clearly detailed in the financial proposal.

8. Application Procedure

Interested consultants should submit a technical proposal (methodology and work plan), financial proposal, CV, and evidence of similar previous work to **procurementtanzania@restlessdevelopment.org** no later than **13th September 2026**.

9. Evaluation Criteria

- Relevant experience and technical expertise in SRHR & policy analysis: **40%**
- Quality and appropriateness of the proposed methodology: **30%**
- Cost-effectiveness and value for money (financial proposal): **20%**
- Past experience with similar assignments: **10%**