

**CARE Nepal**

**Strengthening Access to Fair and Equitable  
Justice (SAFE Justice) Project**

**Terms of Reference (ToR)**

**for**

**Consulting services to conduct  
Social Norms and Justice context Mapping**

**November 2017**

## **1. Project overview**

Strengthening Access to Fair and Equitable (SAFE) Justice is a three year project funded by DFID. The project is being implemented as part of DFID's Integrated program for strengthening Security and Justice (IP-SSJ). The project covers the period from October 2016 to Sept 2019. This project covered 16 former VDCs of 5 districts viz Gorkha, Dhading, Sindhupalchok, Achham and Bajura. The Integrated program for Strengthening Security and Justice (IP-SSJ) is a DFID-funded, five-year program aiming to provide "Improved security and access to justice, particularly for traditionally excluded people across Nepal". The program aims to contribute primarily to three results areas, including:

- Change to social barriers that impede access to justice
- Increased engagement among communities and security and justice institutions for better prevention of crime and insecurity
- Improved responses to criminal violence through higher capabilities and performance of security and justice institutions

The project will contribute to support access to justice through police-public partnerships, mediation, addressing social norms that support GBV, and effective coordination with state institutions at local level (e.g. referrals).

### **1.1 Project goal**

This project aims to build trust between poor and marginalized communities, in particular vulnerable groups within those communities, and formal and informal justice providers, in order to enable marginalized populations to access fair and equitable justice.

### **1.2 Outcome Area of Project**

The following outcome level results and long-term measures of success are expected from the project.

- 1) More active justice-seeking behavior among marginalized populations, and more supportive communities, which proactively help vulnerable groups to report crimes and pursue their chosen pathway to justice; and
- 2) More effective, gender-sensitive, and responsive justice service providers, who build greater trust and promote positive social norms with local communities.

### **1.3 Target Groups**

SAFE Justice Project works with people from poor, vulnerable and socially excluded communities, particularly women and girls. The project coordinates with formal and informal justice providers, teachers and health care providers.

## **2. Background of the study**

Reporting violence and other violations of rights, especially to formal institutions, is an unpopular choice among poor and marginalized populations in Nepal, and in particular among women and girls. This project aims to promote a culture of more active justice seeking behavior by challenging social norms which hinder the process. In this regard, this study tends to provide indicative understandings of social norms promoting culture of silence and perspectives on responsiveness of justice service providers for fair and equitable justice.

## **3. Objective of the study**

The objective of this study is to have in-depth understanding of social norms and its causes that shapes behavior related to violence against women and girls and justice seeking behavior in instances of violence. In this regard, this study proposed to answer the following research questions:

- What norms drive behavior related to violence against women and girls and justice seeking behavior in instances of violence?
- What are empirical expectations of these norms?
- What are normative expectations of these norms?
- What are the positive and negative sanctions related to these norms? How sensitive are the respondents towards these sanctions?
- Under what circumstances would it be ok for the respondents to break these norms (by acting positively)?
- What are the relevant structures of service providers and referral system in the working area?
- What are the perspectives on responsiveness of justice service providers for fair and equitable justice?
- How these norms and perspectives can be addressed through program intervention?

## **4. Proposed methodology**

- Mobility mapping including Social mapping of justice actors/ service providers- formal and informal in all sample areas (by groups)
- Risk and benefit analysis of justice seeking behaviour –(by groups )
- Perception survey– individuals
- FGDs using vignettes with adults and adolescents.
- KIIs

## **5. Details scope of the Services**

The consultant will work in collaboration with the project team of local implementing organizations of SAFE Justice Project, CARE Nepal, DFID and Palladium to undertake the following tasks:

- Carry out a literature review of social norm theory internationally and in context to Nepal. Carry out a desk review of relevant project documents agreed upon and made available prior to the implementation of the study.

- Develop an inception report, detailing the evaluation design, methodology, sampling design, work plan and budget to carry out the assignment in the target area.
- Organizing training for Enumerators and Field Supervisors on electronic data collection using tablets.
- Managing the logistical and administrative aspects of the fieldwork.
- Co-ordinate collection of data, ensure data quality assurance in the field via spot checks and provide regular feedback to enumerators.
- Manage quantitative data collection electronically using tablets, data cleaning, and analyze and interpret the findings, working closely with project team.
- Third party firm is responsible to manage the devices for electronic data collection.
- Manage qualitative data entry into a suitable platform (such as Atlas.ti or NVivo or similar) for coding and analysis, and analyze and interpret the findings.
- Develop and submit the first draft of the report and organize a preliminary finding sharing with project team. The report should be comprehensive and provide detailed specific findings within each specific objective, providing key recommendations for implementation. It should combine findings from primary and secondary quantitative and qualitative data.
- Incorporate comments and submit a final report within five weeks after the end of the data collection in the field.
- CARE Nepal has sole ownership of all final data and any findings shall only be shared or reproduced with the permission of CARE Nepal.

## **6. Deliverables and reports**

### **6.1 Consulting firm is expected to produce following deliverables/outputs:**

- Inception Report (with detail methodology, sampling strategy, data analysis plan etc.)
- Field movement plan for data collection
- Data collection report (daily updates)
- Complete, clean datasets (qualitative and quantitative)
- All analysis files, including output and syntax files for quantitative data, and original transcripts, coding structures, and coded data for qualitative data.
- Two hard and an electronic copy of draft report
- Two hard and an electronic copy of final report
- Presentation of findings

### **6.2 Consulting firm is expected to adhere to the following standard format to prepare report in each phase of evaluation:**

- An executive summary presenting key findings.
- Methodology section detailing quantitative and qualitative methods and approaches implied for the study, sampling strategy, data collection procedure,

data analysis, logic of coding structure used for qualitative data analysis, and any limitations to the validity of the findings.

- Recommendations for the proposed project approach, taking in consideration study findings, review of secondary data sources, policy analysis and promising practices in the field.
- The consultant should first submit the draft report in an electronic copy for review to project team. Project team will review it and provide comments/suggestions to the consultant team in an interaction meeting and through mails whatever applicable. The consultant will incorporate the comments/suggestions and submit the final version of the report electronically as well as in two hard copies.

### **6.3 Special Consideration:**

The diagnostics may elicit potentially sensitive information about people's attitude, belief and behavior. This raises a number of ethical as well as practical concerns, which will be the responsibility of the Consultant.

- All respondents need to be asked for their verbal consent to participate in the study before conducting the interview or discussion.
- Interviewers/facilitators must be able to assure the participants that their answers will be completely confidential.
- Interviewers must be able to assure participants that they will not be forced to answer any question, and that their participation in the project does not depend on their willingness to answer questions or on the answers they give.
- Interviewers must display high professional standards to ensure complete honesty and integrity during all aspects of data collection and data file management. It is essential to respect the dignity and confidentiality of the persons being interviewed.
- The Consultant will consider using more female interviewers, in order to encourage women and girls to participate more fully and to discuss issues more openly.

## **7. Consultant's experience**

- Strong experience (at least 10 years) with and knowledge of qualitative and quantitative research methods and sampling strategies.
- Proven experience in conducting surveys, qualitative data collection, and evaluations, preferably on gender equality, issues of gender based violence, gender norms, social norms, and people's perception, knowledge and practice.
- Experience in statistical analysis and strong proficiency with data analysis packages such as SPSS, as well as in transcribing and coding of qualitative data and use of analysis packages such as Atlas.ti or NVivo;





- e. A copy of tax clearance certificate
- f. Audit Report
- g. Any other relevant documents