



Fonds au Profit des Victimes  
The Trust Fund for Victims



# Gender Assessment

Call for proposal

## Acronyms

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<b>DRC</b>	Democratic Republic of Congo
<b>HQ</b>	Headquarters
<b>ICC</b>	International Criminal Court
<b>GBV</b>	Gender Based Violence
<b>TFV</b>	Trust Fund for Victims
<b>ToR</b>	Terms of Reference

## **Gender Assessment and Budgeted gender Action Plan for the Trust Fund for Victims**

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Organization: Trust Fund for Victims

Position: Consultant for gender assessment and action plan

Duty station: Remote

Type of agreement: Consultancy

Starting date: March 2023

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### **1. General information**

The Trust Fund for Victims (TFV) is the first of its kind in the global movement to end impunity and promote justice. In recognition of the international community's commitment to end impunity, help prevent the gravest crimes known to humanity and bring justice to victims, the Rome Statute was adopted, and in 2002, the Assembly of States Parties established the TFV under article 79 of the Rome Statute, to benefit victims and their families within the jurisdiction of the International Criminal Court (ICC or the Court).

The TFV fulfils the Rome Statute's reparative mandate (in relation to the crimes of genocide, crimes against humanity, war crimes, and the crime of aggression) by:

- Implementing Court-ordered reparations awards against a convicted person when directed by the Court to do so;
- Providing victims and their families in situations where the Court is active with reparative measures, including physical rehabilitation, material support, and/or psychological rehabilitation.

The TFV raises public awareness and mobilises people, ideas and resources. It funds innovative projects through partners to relieve the suffering of the often forgotten victims. The TFV works closely with NGOs, community groups, women's grassroots organisations, governments, and UN agencies at the local, national, and international levels. By focusing on local ownership and leadership, the TFV empowers victims to be the main agents in the process of exercising their rights and rebuilding their lives.

The TFV is operational in Central African Republic, Côte d'Ivoire, Democratic Republic of Congo (DRC), Mali, Uganda, and is opening programmes in Georgia and Kenya. The TFV is currently engaged in five Court-ordered reparations proceedings, on the benefit of victims of the cases of [Katanga](#), [Lubanga](#), and [Ntaganda](#) in the DRC, [Al Mahdi](#) in Mali, and [Ongwen](#) in Uganda and in five assistance programme for the victims of the situations of Central African Republic, Côte d'Ivoire, DRC, Mali, Uganda.

The TFV's reparative programmes include a wide range of activities based on the harms suffered by individuals, groups of victims or communities (access to medical services, vocational training, trauma-based counselling, reconciliation workshops, reconstructive surgery and more to victims of Rome Statute crimes, including survivors of sexual violence). Most of the activities funded by the TFV incorporate both gender-specific and child-specific interventions to support the specific vulnerabilities of beneficiary populations.

The TFV's reparative programmes are implemented by 29 (as of 1 January 2023) locally based organisations. Thus, the Trust Fund is a multi-disciplinary and plurinational entity, with staff based in DRC, Central African Republic, Cote d'Ivoire, Mali, Uganda, and at HQ in The Hague.

Gender equality is a core value of the Trust Fund's work. The Trust Fund's gender-mainstreaming ambition relates both to its programming in the ICC situation countries in which it is active, and to its (internal) organisational practices. The TFV's programmatic logical framework includes gender-specific activities, targets and indicators. Efforts to further systematise gender have been initiated in the different ICC situation countries, in which the Trust Fund intervenes. As an example, in Mali a gender strategic plan has been developed by the Trust Fund and its partners and is currently being implemented.

At the institutional level, the Trust Fund works with the International Court to ensure the organisation is gender responsive, including in consultation with the Court-wide focal point for gender equality established at the ICC.

In order to improve and institutionalise its gender practices, policies and programmes, the TFV envisions as a first step to conduct a gender assessment and develop a budgeted action plan.

## **2. Objective of the assignment**

The **overall objective** of the assignment is to assess the TFV's current gender strategy, policies, programmes, practices and capacities as a first step towards identification of key actions the TFV can put in place to live up to its ambitions in terms of working towards gender equality.

## **3. Scope of work of the assignment**

The identified set of tentative tasks/activities for the consultant are:

- Review and analyse the TFV Strategic Plan, Theory of Change and programmatic and budget principles in relation to gender equality;
- Analyse the relevance of the TFV's gender approach in the design and implementation of its programmes at the international, national, and local levels against the outcomes of the TFV's Strategic Plan and SDG 5 and SDG 16+;
- Identify gaps and opportunities in terms of policies, training opportunities, capacities, programming, budgeting and actions geared toward strengthening gender mainstreaming at the TFV, including recommendations for the to-be-developed TFV Gender Policy;
- Conduct a series of interviews and consultations with TFV's staff and other relevant stakeholders such as Implementing partners and donors through a well-designed participatory process during the entire assessment including the promotion of its results;
- Review and document key relevant case studies, to be selected in consultation with the TFV focal point for the assignment, for the different areas of the gender assessment, i.e. two light-touch case studies and one deep dive.

- In consultation with TFV staff and with the results of the gender assessment, develop a realistic budgeted gender action plan with concrete goals and objectives to strengthen gender-responsive policies, practices, and organisational culture for the next five years;
- Facilitate the clarification of internal roles and responsibilities at the TFV for an effective implementation of the action plan, including a monitoring and evaluation framework plan to measure progress.

Note: Although necessary links need to be established, gender matters related to organizational and Human Resources aspects are not covered in this assessment, as they are already part of the ICC Strategy on Gender Equality and Workplace Culture.

#### **4. Approach and methods**

The design and methodology for the assignment are expected to be fully developed and presented in the proposal, including innovative and flexible ways of providing remote consultancy services. While this is a gender assessment and not a gender audit, participatory methods like the ones promoted by the ILO Participatory Gender Audit, amongst other tools to be suggested by the Consultant, are encouraged. Other encouraged approaches are multidisciplinary, mixed methodology (qualitative and quantitative) and learning.

The assignment shall be utilization-focused, which means the Consultant in consultation shall facilitate the gender assessment process with careful consideration of how intended users will contribute to the process and own the resulting findings and recommendations.

#### **5. Organization of the assignment**

The gender assessment is commissioned by the TFV with a focal point for the assignment based in Abidjan, Ivory Coast, and an assistant at HQ, with strong support from senior management. Given the workload and spread of TFV programmes, it is expected that the process will be strongly led by the Consultant. A steering group will be set up to oversee the implementation of the entire assignment and approve the gender assessment and budgeted action plan. The steering group, will evaluate the proposals and participate in the start-up meeting of the Consultant, as well as in mid and final meetings where results and recommendations will be discussed.

#### **6. Deliverables and time frame**

It is expected that a time and work plan is presented in the proposal and further detailed based on the gender assessment. The timing of surveys and interviews need to be settled by the Consultant in dialogue with the main stakeholders.

The assignment will commence as soon as possible in February 2023 and a start-up meeting between the TFV and the Consultant shall take place as soon as the contract for this assignment is signed. The assignment is remote, but the Consultant is expected to visit the TFV's HQ in The Hague at an early stage of the assignment to discuss the design, methodology and do some initial consultations. Missions to ICC situation countries, as well as the timing, are to be agreed on an ad hoc basis.

Key deliverables are listed below:

- An **inception report** with a detailed methodology and work plan after initial consultations with relevant stakeholders.
- A **draft report** with preliminary findings obtained through data collection and analysis process in relation to the current state of play of the TFV with regard to gender in terms of its current strategy, policies, programmes, budgeting, practices and capacities, and the underlying gaps and areas for strengthening;
- A **budgeted action plan** with clear objectives, timelines, dedicated resources and a monitoring and evaluation framework;
- Tailored **recommendations** for the to-be-developed TFV Gender Policy
- A **self-assessment tool** to evaluate the gender responsiveness of TFV programme
- An **organigram** with a clear identification of the sharing of roles and responsibilities for the implementation of the action plan;
- An **internal report** of the consultation and recommendations for action;
- A **public version** of the above-mentioned report.

Note that the final report (internal and public versions) shall be written in English or French and be professionally proof read. The report should include an executive summary not more than 3 pages. The final reporting can be complemented in any other form that suits the assignment (e.g. workshop, presentation, webinar etc.).

## 7. Specification of requirements in the proposal

It is required that the Consultant fulfils the following mandatory competencies:

- ✓ At least 10 years full time working experience within the thematic area of Gender Equality with minimum 4 years part time working experience with gender mainstreaming interventions, especially in programming and budgeting;
- ✓ Experience leading gender assessments and developing budgeted action plans;
- ✓ Experience working with international organisations and in a multilateral environment;
- ✓ Experience in working in complex organisations and with teams across multiple sectors;
- ✓ Work experience in post and/or on-going conflict situation countries;
- ✓ Proven track-record of facilitation, using participatory methodologies to ensure ownership and engagement of e.g. staff groups, partners, communities, and participants;
- ✓ Understanding of judicial environments and/or reparations is an asset;
- ✓ Proven communication skills;
- ✓ Ability to work in English and French;

- ✓ Willingness and ability to deploy and work in situation countries if required.

## **8. Proposal Submission**

The proposal should present:

- CV of the expert (max. 5 pages)
- Technical proposal (max. 10 pages)
- Financial proposal (1 page budget indicating daily/monthly fee rate, any travel costs and stipulating no VTA)

Note that the maximum budget amount available for the assignment is 25.000 EUR.

Proposals should be submitted via email to [aude.legoff@icc-cpi.int](mailto:aude.legoff@icc-cpi.int) and [veena.suresh@icc-cpi.int](mailto:veena.suresh@icc-cpi.int) with copy to [trustfundforvictims@icc-cpi.int](mailto:trustfundforvictims@icc-cpi.int) .