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**Embassy of Switzerland in Nigeria**



**REQUEST FOR APPLICATION FROM CONSULTANTS AND TOR  
TO FACILITATE 3-DAY WORKSHOP FOR CSOs/MEDIA PRACTITIONERS ON HUMAN CAPITAL  
DEVELOPMENT, ANTI-CORRUPTION, BUDGET MONITORING AND TRACKING**

### **Background**

The Africa Network for Environment and Economic Justice (ANE EJ) is currently implementing Tackling human trafficking through advocacy to increase investment on Human Capital Development and Civic Engagement in Edo State with support from Swiss Embassy in Nigeria.

The goal of the project is to improve the knowledge of Citizens, media and Policy Makers around the issues of good governance and Open Budgetary processes that support civic engagement.

One of the project's objectives is to provide Civil Society Organizations the knowledge to advocate for change in current approaches in combating irregular migration vide advocacy for human capital development, budget monitoring/public spending, anti-corruption and good governance policies and programmes.

The project is being delivered through series of related activities including research/baseline study, capacity building, budget/project monitoring, advocacy/engagement with government agencies as well as public awareness activities.

A major activity is a three-day workshop for CSOs and Media Practitioners on Human Capital Development, Anti-Corruption, Budget Monitoring and Tracking.

ANE EJ seeks the services of two consultants that will deliver the workshop.

### **Consultants ToR**

- Secure copy of Edo State government 2019/2020 budget
- Prepare materials for the training of about 30 participants in line with the workshop focus stated bellow
- Design the reporting template for budget/project monitoring in Edo State
- Design the agenda and facilitate three-day workshop for 30 persons

The workshop will look at;

- An overview of the Edo State government budgets and provisions for human capital development over the past three years and Review the structure of existing human capital development interventions in Edo State
- Understanding Anti- corruption issues, structures and institutions in the country
- Present an overview of budget monitoring and reporting



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- Agree on key government interventions in 2019/2020 budget of Edo state for CSOs monitoring and advocate for increase in Public Spending on Human Capital Development programmes.
- Discuss advocacy issues and agree on points for increased investment on human capital development in Edo State

### **Expected Outcome**

It is expected that at the end of the workshop, CSOs will identify projects, monitor and track the implementation of human capital development projects in the 2019/2020 Edo state budget. CSOs will also develop advocacy plan for engagement with Edo State government on increased investment and budgetary allocation to support human capital development in the state. public awareness activities.

### **Timeline**

The consultants have a total of 8 days to deliver on the assignment, broken down as follows;

- 5 days - design the necessary materials for the training including agenda and submit draft to ANEEJ
- 1 day – review draft materials based on feedback from ANEEJ, respond to feedback and submit final report to ANEEJ
- 3 days – facilitate 3-day workshop for 30 participants in Benin City

### **Milestones/deliverable for the consultancy**

- Workshop materials including agenda and budget monitoring reporting template
- Facilitation of the workshop

### **Expertise required for the Baseline Study**

The consultants shall have:

- I. Minimum of BSc
- II. Minimum of five years' experience in development work
- III. Experienced in facilitating capacity building workshops
- IV. Must understand the human capital project, anti-corruption issues and budget monitoring in Nigeria
- V. Detail-oriented; demonstrated ability to multi-task and meet client deadlines
- VI. Demonstrated knowledge of measuring government responsiveness and accountability towards public finance management



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VII. The consultants should be willing to adopt participatory process and collaborate with the programme staff from ANEEJ in arriving at the final tool,

#### **Contract**

ANE EJ will enter into contract with the consultants to signal the commencement of the work which will terminate on completion of the assignment based on stated timelines.

#### **Fee**

A total of N300,000 is available for this assignment.

#### **Date of Workshop**

The workshop has been tentatively scheduled for Tuesday 9th – Thursday 11th November 2020, in Benin City beginning from 9am daily. The exact venue is yet to be identified.

#### **Submission of expression of interest**

Consultants are invited to express interest by submitting their CVs to [procurement@aneej.org](mailto:procurement@aneej.org), the deadline for the submission of interest is Thursday 5th, November 2020.