

Technical Assistance for Nutrition (TAN)

Operationalization of Integrated Nutrition Intervention (INI)

Terms of Reference (ToR)

Nutrition International (NI) is committed to the fundamental principles of equal employment opportunity. Women are encouraged to apply.

Background

Technical Assistance for Nutrition (TAN) is a project supported by UK aid from the UK government, which seeks to improve the capacity of SUN countries to design, deliver, and track the progress of nutrition programs and to generate, learn from and adopt knowledge of what works. Nutrition International is contributing to TAN by coordinating the provision of technical assistance to help national SUN focal points in select countries to overcome gaps in capacity for the design and delivery of multi-sectoral national nutrition plans, tapping into its global hub to source and deploy the expertise needed.

Indonesia is the largest archipelagic country in the world. Economic growth in Indonesia has vastly increased in the last four decades, marked by improvement of social-welfare of the Indonesian people.¹ The country has made enormous gains in poverty reduction, cutting the poverty rate to more than half since 1999, to 11.2% in 2015.² However, undernutrition remains an issue of concern with 37.2% of children under five years of age currently stunted and 12.1% of them wasted.³ The most alarming is the minimal rate of reduction of stunting from 2007 to 2016, which was at 36.8%¹ in 2007.

The Republic of Indonesia joined the SUN Movement in December 2011. To obtain political and policy commitment from relevant ministries, the National Development Planning Agency (Bappenas), and the Ministry of Health (MoH) drafted the Presidential Decree No.42/2013 on the National Movement to Accelerate Nutrition Improvement within the Framework of the First 1,000 Days of Life Movement, which was eventually approved by the President in 2013.⁴ The SUN Movement Secretariat has been established in the Bappenas to ensure the catalytic spirit of the Movement is embedded in the efforts of all in-country actors. While UNICEF is supporting the Secretariat with functional and administrative assistance, NI through TAN is supporting the Secretariat with a long term TA for strengthening the national nutrition portfolio and advancing the SUN agenda in Indonesia.

Very recently, during August 2017, the Govt. of Indonesia (GoI) had issued Presidential Decree No.83/2017 about Strategic Planning for Food and Nutrition. This is used as a strong foundation for the implementation of prioritized and focussed nutrition actions. Following this, a prioritized intervention- “Integrated Nutrition Intervention” (INI) has been formulated with actions focusing on addressing stunting and to be led by the Directorate Health and Community Nutrition, Bappenas. In the first phase, one hundred districts and one thousand villages have been prioritized for

¹ National Plan of Action on Food and Nutrition 2011-2015, Page 24

² <https://www.worldbank.org/en/country/indonesia/overview>

³ RISKESDAS 2013

⁴ SUN movement experiences in Indonesia; Nina Sardjunani and Endang L. Achadi; <http://www.ennonline.net/fex/51/sunexperiencesindonesia>

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implementation of INI, which will be scaled every year. Also, to effectively track the progress of planned activities under INI, the government with the support of in-country partners such as UNICEF and Tim Nasional Percepatan Penanggulangan Kemiskinan (TNP2K) is developing an online knowledge platform as a comprehensive monitoring tool and information sharing platform.

In this context, the SUN FP of Indonesia has sought TA from NI under the TAN project to support the SUN Secretariat to guide the operationalization, monitoring and reporting of INI through strengthened multi-sectoral coordination.

Objectives

Overall objective

Support the SUN Secretariat in operationalization, monitoring and reporting of Integrated Nutrition Intervention

Specific objectives

1. Assist and guide key sectoral partners for identification of sectoral priorities and formulation of plans in line with INI
2. Provide technical and operational support for implementation of INI in prioritized districts
3. Strengthen and formalize mechanisms for effective monitoring and review of implementation of INI

Expectations

This TA is expected to bring a significant contribution to the capacity of the SUN Secretariat to provide leadership and guidance for operationalization of INI.

It is expected that this consultancy will lead to the following results:

1. Sectoral plans with prioritized nutrition actions in alignment with INI finalized and agreed upon by key stakeholders
2. Formal mechanism established and followed for periodic review of INI for timely course correction

Gender

Nutrition International is committed to gender equality. Consultants are required to indicate how they will ensure that gender equality considerations are included in the provision of TA including deliverables. Examples of integration of consideration for gender equality could include but are not limited to; ensuring government departments responsible for women are included wherever possible, gender sensitive indicators are included, emerging data is sex disaggregated, relevant documentation related to gender is reviewed. To this end, NI has developed the following tools which can be accessed using the links below:

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- [NI integration of gender considerations checklist](#)
- [NI background document on gender and nutrition](#)
- [NI PowerPoint presentation \(Gender 101\)](#)

Scope of Work

The consultant is expected to undertake the following activities and produce the listed deliverables.

Under objective 1: Assist and guide key sectoral partners for identification of sectoral priorities and formulation of plans in line with INI

Activity 1 - Guide key sectors for identification of sectoral nutrition targets, priorities and monitoring indicators for the prioritized 100 districts in line with targets set and actions planned under INI

Deliverables:

- Sectoral INI focal points identified, and list shared with NI
- Key sectoral nutrition targets set in consultation with concerned departments
- Annual priorities and formulation of work plans, and report shared with NI
- Draft sectoral INI implementation and M&E plan developed

Activity 2 - Support for finalization sectoral INI implementation and M&E plan

Deliverables:

- Draft sectoral INI implementation and M&E plan developed
- National level multi-stakeholder consultation held for finalization of draft plans and their consolidation into a single INI plan; Consultation report prepared and shared
- Consolidated INI implementation and M&E plan

Activity 3 - Support the dissemination of INI implementation and M&E plan among relevant national and sub-national level sectoral partners and stakeholders

Deliverable:

- Dissemination workshop conducted at national level, and report submitted

Under objective 2: Provide technical and operational support for implementation of INI in prioritized 100 districts

Activity 4 – Support formation of a central high-level coordinating body to steer operationalization of INI

Deliverables:

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- Consultations held with key officials and partners to identify high-level multi-stakeholder INI committee, and report shared
- Structure (including organogram) and role of multi-stakeholder committee recommended

Activity 5 - Support identification of district INI focal points for all the districts prioritized for implementation of INI

Deliverable:

- District nodal officers for INI identified, and list shared

Activity 6 – Assist and guide to build the capacity of INI district nodal officers for effective implementation and monitoring of INI

Deliverables:

- Capacity building plan and modules developed
- Capacity building in the following areas completed and report shared
 - i. District level planning and implementation of INI
 - ii. Collection, compilation and use of monitoring data using online platform
 - iii. District level review and reporting

Under objective 3: Strengthen and formalize mechanisms for effective monitoring and review of implementation of INI

Activity 7 – Support utilization of online nutrition monitoring and information sharing platform, being developed by other in-country partners

Deliverable:

- Guidance document on use of online nutrition monitoring and information sharing platform developed and disseminated among stakeholders to ensure clarity on, but not limited to:
 - Roles and responsibilities of key government staff members and sector partners in updating information
 - Process of collection and compilation of data from sub-national to national levels
 - Analysis and use of data
 - Use of dashboard indicators and online forum

Activity 8 - Support to establish and formalize mechanism at national level for periodic multi-stakeholder review of progress of INI.

Deliverable:

- Mechanism for periodic review established using multi-stakeholder platform

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- Reports of periodic review meetings

Other relevant tasks needed by the SUN Secretariat to support the advancements of the stated objectives, as agreed to by NI may be incorporated in the due course of the assignment.

The TA will be provided by a team of 3-4 consultants including lead consultant and member consultant(s). The lead consultant will share the list of consulting team members with NI for agreement on roles and responsibilities of each team member.

The team will work in close collaboration with the SUN Secretariat, Bappenas and NI, and with other relevant in-country key stakeholders.

The lead consultant will be assigned the overall role of managing this assignment and be responsible for the work completed by other team members and all resulting deliverables.

Duty Station/Location

This is a full-time consultancy for a period of 18 months provided by a team of 3-4 consultants.

The team (all members) will be based out of Indonesia for this assignment. The Bappenas would provide official work space to the team to hold joint discussions, meetings and reviews. The lead consultant is expected to visit NI Country Office regularly to apprise the Country Director and team of the progress made.

The team members are expected to undertake some domestic travel within the country. All travels required under this consultancy will be provided for by NI/GoI.

Timeline

This support to the SUN Secretariat would be for a period of 18 months from 01st September 2018 to 28th February 2020.

Management and Reporting/Coordination mechanism

1. The consultants will report to the SUN FP and work closely with the Director Community Health and Nutrition, Bappenas. The consultants will also work closely with other officials and units at Bappenas, officials at sector, provincial and district level, and NI team members.
2. The consultants are expected to meet and update the NI Country Director's office on the progress of the TA on a regular basis.
3. The SUN Secretariat/ Bappenas will facilitate the operational linkages with all the other relevant sectors and stakeholders under this TA.
4. The consultants are expected to work in close coordination and harmony with other consultants working with the SUN secretariat and Bappenas.

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5. NI will provide the funding for the assignment, and payment will be subject to performance and reaching deliverables as agreed upon at the moment of contract signing.
6. NI will provide technical input into the assignment and is responsible for assuring the quality of the work being delivered by the consultant.

Profile/qualifications of consultants

The technical assistance requested is expected to be provided by a team of 3-4 consultants, comprising of a Team Lead, Deputy team lead – program management expert, IT expert and junior program support consultant.

The profile of the team members is as mentioned below:

- Team lead would be responsible for the whole assignment and accountable for work completed by the other team members. The team lead should have extensive experience at the senior level and supporting the national governments in planning and implementing large scale programs related to nutrition/ health/ related area(s). The team lead is expected to coordinate with the GoI, Bappenas, NI and other relevant stakeholders for successful provision of this TA.
- Deputy team lead – program management consultant with good experience in supporting the national / sub-national governments in planning and implementing programs related to nutrition/ health/ related area(s), especially organizing high level coordination meetings at national and sub national level; support the team lead in developing national and sectoral implementation and M&E plans; extend support to IT consultant in developing / strengthening health information systems.
- IT consultant with experience in developing / strengthening health information systems with managing online monitoring / reporting / knowledge sharing platforms, especially related to health and nutrition programs
- Junior program support consultant with experience of program management, support in coordination and logistics, managing communication with various stakeholders, assisting senior consultants in program implementation and documentation.

The lead consultant will be selected following a competitive recruitment process.

Education:

- Post-graduate level qualification in Nutrition/Food and Nutrition/Community Nutrition/Public Health Nutrition/Public Health/Public Policy/Development Policy/Development Studies/Public Administration/ any other related field(s)
- Qualification in Nutrition would be an advantage

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Language Skills:

- Fluency in written and spoken English is mandatory
- Fluency in written and spoken Bahasa is mandatory

Experience:

The team should possess the below mentioned experience:

- Relevant experience of planning and implementing large scale nutrition program in developing countries in South Asia, especially in Indonesia is highly preferred
- Proven experience of developing and/ or strengthening of monitoring frameworks and establishing review mechanisms for large scale nutrition programs at various levels.
- Excellent knowledge of Indonesia's national/provincial nutrition and health policies and programs
- Experience of formulating national policies and plans, and rolling out of the same across various levels viz. sector / provincial, district etcetera.
- Proven experience of engaging and working with multi-stakeholder and multi-sectoral working groups in national and/or sub-national settings
- Excellent analytical and communication skills
- Demonstrated ability to deliver quality results within strict deadlines
- Experience of working in a multi-cultural environment is an asset

Application Process

Interested consultants are invited to submit the following by email to

TechnicalAssistance@NutritionIntl.org before close of business 08th July 2018, 17:30 EST (Ottawa, Canada).

- Up-to-date curriculum vitae of all the team members.
- Technical proposal: not exceeding five pages, describing the consultant understanding of the task, proposed methodology, roles and responsibilities of each team member (clearly linking their expertise to the profile required) and detailed work plan that breaks down activities and outputs as per timeline.
- Financial proposal: including monthly/ daily fee rate for each team member, suggested number of trips/days within the country and any other expenses required to fulfill the terms of the consultancy (meetings, materials, etc.).

Kindly mention '**Application for IDN-02 – Operationalization of INI**' in the subject line of the email.