



NATIONAL INSTITUTE FOR POLICY AND STRATEGIC STUDIES, KURU

POLITICAL PARTIES LEADERSHIP AND POLICY DEVELOPMENT CENTRE



P.M.B 2024, Bukuru, Plateau State, Nigeria Website: www.nipsspplpdc.org

Terms of Reference

Baseline Needs Assessment to Identify Political Party Capacity for Non-Violence and Conflict Management, Dialogue and Consensus Building, Inclusion and Tolerance

About Us:

The **Political Parties Leadership and Policy Development Centre (PPLPDC)** of the **National Institute for Policy and Strategic Studies, Kuru** was established in 2013 by the National Institute in collaboration with the Democratic Governance for Development (DGD II) Project of the UNDP at the request of political parties under the auspices of the Inter-Party Advisory Council (IPAC) with the following objectives:

- To strengthen political parties for more qualitative democratic engagements;
- To help in fostering the strategic role of political parties in the development of democracy in Nigeria;
- To design training programmes and curricula for party leadership appropriate to the needs of political parties in Nigeria;
- To conduct skills-enhancement trainings for political party leadership and important stakeholders; and
- To bring together national and international scholars and practitioners to reflect on ways to further improve democratic standards in Nigeria.

In partnership with several local and international donor organisations and development partners, the NIPSS-PPLPDC has over a decade now, continued to serve as a beacon of learning and knowledge advancement aimed at building political parties into vibrant and functional key institutions of Nigeria's democracy.

Project Context

The NIPSS-PPLPDC, Kuru, with support from the European Union Delegation in Nigeria and West Africa, is currently implementing Component 3 of the European Union Support for Democratic Governance in Nigeria (EU-SDGN) project: Support to Political Parties. Among other things, the project is aimed at strengthening the capacity of political parties in Nigeria and to promote pluralism, tolerance, internal democracy and equal opportunity in the political parties and the political party system.

Specifically, the project intends to achieve the following:

- Make political parties in Nigeria adhere to their rules and procedures;
- Improve internal democracy within political parties;
- Ensure political parties demonstrate increased compliance with the extant laws on party funding and campaign financing;
- Strengthen inter-party coordination and engagement; and
- Strengthen political parties' processes and procedures on inclusivity.

The Centre is therefore requesting for the services of consultants with considerable experience in field research to do each or both of the following:

1. **Conduct a *Baseline Needs Assessment to Identify Political Party Capacity for Non-Violence and Conflict Management, Dialogue and Consensus Building, Inclusion and Tolerance***; and
2. **Conduct a *Baseline Study of the extent of compliance of political parties with extant laws on inclusivity and gender policies***;
3. **Conduct a *Baseline Study to determine the capacity of functionaries of political parties on political administration, finance and accountability*** under this Terms of Reference (ToR), which provides the parameters for the conduct of the Baseline Studies.

Scope and Focus of the Baseline Studies

The baseline studies will focus on *five political parties with members in the National Assembly* and will, among other things;

- Support and update existing information at the PPLPDC;
- Determine the current gaps for intervention; and
- Aid the evaluation process and assessment of the effectiveness of the interventions.

The consultants are expected to suggest additional guiding questions relevant to the studies.

Functions/Key Results Expected

The consultants will have the following specific responsibilities and with the following deliverables under the supervision of the Chief Operating Officer and Project Management Team Leader:

- Develop Concept Notes for the Baseline Studies;
- Develop the Methodology and Instrument(s) for the conduct of the Baseline Studies;
- Conduct the Baseline Studies;
- Submit Reports of the Baseline Studies.

Time Frame

The Baseline Studies are expected to take place for 5 days (each) including report writing and submission. A final work schedule with dates will be developed in agreement with the ***Project Management Team*** at the point of engagement.

Required Skills and Experience

Interested applicants should possess the following qualifications;

- PhD in Social Sciences or related areas of study;
- A minimum of 5 Years post-PhD research experience;
- Evidence of previous engagements with research-oriented organisations;
- Ability to produce reports in timely manner; and
- Excellent working level of the English Language

How to Apply

Interested and qualified applicants should submit the following separate documents:

- Expression of Interest (EOI) or a motivation letter; maximum one page;
- Curriculum Vitae;

The documents should sent to info@nipsspplpdc.org on or before *3rd April 2018*.

Note: *Only shortlisted applicants will be contacted.*