



# MI is Looking for Consultants / Experts to Develop:

- 1. Baseline Study for RRT (Re-Entry, Retention and Transition) Project**
- 2. ICT and Data Protection Policy**
- 3. Fundraising and Resource Mobilization Strategy**



**TERMS OF REFERENCE FOR CONDUCTING A BASELINE STUDY OF  
MSICHANA INITIATIVE ORGANIZATION –RRT PROGRAM (2026-2028)  
REFERENCE NO. MIO/BLS/1/SP2/2026/004**

**Baseline Study Consultant for the “Re-entry, Retention and Transition (RRT)”  
Project**

## **1. Introduction and Background**

Msichana Initiative (MIO) is a young women and youth-led organization, working to advance GENDER EQUALITY through advocating for girls’ right to education, as a result, contributing in creating a society where rights of girls are safeguarded, and girls enjoy the recognition, dignity and excel to their fullest potential. We employ feminist approaches and principles in implementing the core agenda of economic empowerment, inspiring activism and SRHR to inspire adolescent girls and female youth to shape their stories, build their agency and determine their own future. Our niche is in working with girls and young women directly, advocacy for gender-sensitive legal frameworks and engagement with broader national and local women movements in catalyzing and sustaining feminist movements in Tanzania and beyond

MIO implements the Arudi Shule (Back to School) program, which supports adolescent and teenage mothers to re-enter, remain in, and successfully transition within the formal education system, in line with Tanzania’s re-entry guidelines.

Under this framework, MIO, with funding from Malala Fund, will implement the Re-entry, Retention and Transition (RRT) Project in:

- Nzega District, Tabora Region
- Bahi and Kongwa Districts, Dodoma Region

The project aims to empower and support 150 teenage mothers to return to school, while also addressing the well-being of their children and the grandparents or caregivers who remain at home during school hours.

In parallel, MIO continues to implement the Arudi Shule program in Bagamoyo (Pwani Region) and Dar es Salaam, with support from IMS, reaching an additional 100 teenage mothers. Lessons from these districts are relevant for contextual comparison and learning.

The project is co-designed with teenage mothers themselves, and contributes to strengthening the practical implementation of national re-entry guidelines. To inform evidence-based implementation, MIO seeks to commission a Baseline Study to establish the current status of key education indicators and generate policy-relevant insights.

## 2. Purpose of the Assignment

The purpose of this consultancy is to conduct a baseline study for the RRT Project that will:

- Establish baseline values for key indicators related to re-entry, retention, completion, and transition of teenage mothers in education;
- Assess public education financing allocations related to girls' education, particularly teenage mothers, in the target districts;
- Generate evidence-based recommendations to strengthen re-entry policy implementation and practice;
- Develop an **indicator tracker/outcome mapping framework** to guide monitoring, evaluation, accountability, and learning (MEAL) throughout the project lifecycle.

## 3. Specific Objectives of the Baseline Study

The baseline study shall measure and analyze the following:

### 1. Education Financing

- Amount and trends of public funds allocated to education for girls, particularly teenage mothers, in the Bahi District, Kongwa District and Nzega District

### 2. Enrollment Status

- Status of girls' enrollment over the past **five (5) years**, with specific attention to teenage mothers where data is available.

### 3. Completion Status

- Status of girls' completion rates over the past **five (5) years** in the target districts.

### 4. Transition Rates

- Status of transition rates (e.g., primary to secondary, lower to upper secondary) in districts implementing the Arudi Shule program.

### 5. Policy and Practice Analysis

- Identification of gaps, challenges, and enabling factors in the implementation of re-entry guidelines;

### 6. Outcome Mapping / Indicator Tracking

- Development of a clear indicator tracker and outcome mapping framework, documenting baseline values and assumptions for future monitoring.

## 4. Scope of Work

The consultant (firm or individual) will undertake the following tasks:

- Participate in a **kick-off meeting** with MIO management and the MEAL team.
- Develop and submit a **full Inception Report** outlining:
  - Methodology and study design;

*MIO must approve the inception report before contract signing.*

- Recruit and/or train data enumerators (where applicable).
- Conduct field data collection in the target districts.
- Analyze quantitative and qualitative data using appropriate feminist and gender-responsive evaluation approaches.
- Share and discuss preliminary findings with the MEAL department and project team.
- Submit:
  - Methodology and study design;
- Attend Validation workshop with MIO senior management team and present
  - Revised draft after validation;
  - Final baseline report incorporating feedback.
  - Submit **complete datasets** from field data collection for testing and verification by the MIO MEAL department.
  - Actively participate in **reflection, validation, and learning sessions**, ensuring safe learning spaces that promote unlearning and critical reflection.

## 5. Expected Deliverables and Timeline

The assignment will cover a total of **30 working days**.

Activity	Timeline
Final Submission of the consultant bids	05/05/2026 midnight
Consultant selection	06/05/2026 - 12/05/2026
Kick-off meeting	13/05/2026 Immediately after selection Contract signing after approval of the inception report

Training of the enumerator	14/5/2026 – Training of data collectors
Data collection & analysis	14th May to 3rd June: Field work and analysis with preparation of the first draft
First draft submission reports	15th June 2026
Validation workshops	15th June 2026
Final field work report submission	22th June 2026

## 6. Duration of the Assignment

The consultancy will run for a **maximum of 30 working days**, inclusive of: Inception phase; Enumerator training; Fieldwork missions; Data analysis and Reporting and validation.

## 7. Required Qualifications and Experience

The assignment is open to **qualified firms or individual consultants** who meet the following criteria:

### Mandatory Requirements

- At least five (5) years of proven experience conducting baseline studies, evaluations, or applied research of similar scope;
- Lead researcher/evaluator must hold a minimum of a Master's degree in either of the following fields:
  - Statistics,
  - Economics,
  - Policy Analysis,
  - Project Management, or
  - Other relevant social science disciplines;
  - Demonstrated experience working with **education, gender, or adolescent-focused programs.**

## Added Advantages

- Proven experience working with feminist and gender equality NGOs;
- Demonstrated understanding and application of feminist MEAL frameworks;
- Proof of compliance with Tanzania tax regulations (e.g., valid TIN, tax clearance).

## 8. Ethical Considerations and Data Protection

- All data and information collected under this assignment are highly sensitive.
- The consultant must demonstrate strong ethical standards in data collection, storage, analysis, and reporting.
- Under no circumstances shall data or information be shared with third parties during or after the assignment.
- The consultant must adhere to safeguarding principles, confidentiality agreements, and informed consent processes, especially when engaging teenage mothers and children.

## 9. Collaboration and Working Relationships

- The consultant will work closely with the MIO MEAL Department and project team.
- Flexibility and openness to feedback, reflection, and iterative learning are essential.
- The consultant must be available for discussions, validations, and joint reflections throughout the assignment.

## 10. Ownership of Data and Reports

All data, datasets, reports, and materials produced under this consultancy shall remain the **sole property of Msichana Initiative (MIO)**.

## 11. Termination Clause

MIO reserves the right to **terminate the contract at any point** during the assignment if the consultant:

- Violates the terms and conditions of the contract;
- Breaches ethical standards or confidentiality;
- Acts contrary to MIO's values, principles, or safeguarding policies.

## 12: How to apply

**Applications:** Interested and eligible consultants should send their technical and financial documents proposals, including a section on their understanding of the TOR.

**Submission Deadline: 05/05/2026 (Midnight)**

**Email: [admin.mi@msichana.or.tz](mailto:admin.mi@msichana.or.tz)**

**Note:** Please note that making lobbying phone calls will disqualify the applicant.

**TERMS OF REFERENCE (TOR) FOR CONSULTANCY SERVICES  
ICT & DATA PROTECTION POLICY WITH REFERENCE NO:  
MIO/CONS/01/04/2026/005**

## **1. Introduction and Background**

In Tanzania, gender inequality continues to limit girls' education and life opportunities, particularly for adolescent mothers and girls from marginalized communities. As organizations increasingly rely on digital systems to manage sensitive beneficiary data, the need for strong data protection and ethical digital practices has become critical.

Msichana Initiative (MIO) is a young women- and youth-led organization working to advance girls' right to education through advocacy, community engagement, and program implementation. Through its Re-entry, Retention, and Transition (RRT) Program, MIO works closely with vulnerable groups, including teenage mothers, generating and managing highly sensitive personal data.

As the organization expands its programming and digital systems, it recognizes the need to strengthen its internal capacity in data governance, cybersecurity, and digital safeguarding. To address this, MIO seeks to engage a well-recognized consulting firm to develop a comprehensive ICT and Data Protection Policy.

## **2. Purpose of the Assignment**

The purpose of this consultancy is to develop a practical and robust ICT and Data Protection Policy that strengthens how MIO collects, stores, manages, and protects sensitive data, while ensuring compliance with ethical standards and applicable legal frameworks.

## **3. Scope of the Assignment**

The consultant/firm will:

- Review existing ICT systems, tools, and data management practices within MIO
- Identify risks related to data privacy, cybersecurity, and misuse of information
- Develop a comprehensive ICT & Data Protection Policy tailored to MIO operations

- Provide clear guidance on:
  - Data collection, storage, access, sharing, and retention
  - User access controls and accountability mechanisms
  - Data breach response and incident management
  - Ethical digital engagement, especially when working with vulnerable populations
- Ensure alignment with national and international data protection standards
- Integrate safeguarding principles to protect children/girls and other vulnerable groups

#### 4. Deliverables

- Inception Report
- ICT Systems and Risk Assessment Summary
- Assist the Organization in developing the ICT & Data Protection Policy
- Staff guidance notes / simplified implementation toolkit

#### 5. Duration and Timeline

The consultancy will be conducted over **40 working days**.

Activity	Timeline
Final Submission of the consultant bids	05/05/2026 Midnight
Consultant selection	06/05/2026 - 12/05/2026
Kick-off meeting	13/5/2026 Immediately after selection Contract signing after approval of the inception report
Data collection & analysis	14th May to 3rd June: Field work and analysis with preparation of the first draft
First draft submission reports	15th June 2026
Final field work report submission	30th June 2026

## 6. Qualifications and Experience

The consultant/firm should have:

- At least 3 years of experience in ICT policy, data protection, or information governance
- Proven experience in developing ICT or data protection policies
- Strong understanding of data privacy, cybersecurity, and ethical data management
- Experience working with NGOs or development organizations

### Added Advantages:

- Proven experience working with feminist and gender equality NGOs
- Demonstrated understanding and application of feminist MEAL frameworks
- A Master's degree in ICT, Information Systems, Law, or a related field will be an added advantage
- Proof of compliance with Tanzania tax regulations (e.g., valid TIN, tax clearance)

## 7. Ethical Considerations and Data Protection

All data and information collected under this assignment are highly sensitive. The consultant must demonstrate strong ethical standards in data collection, storage, analysis, and reporting.

Under no circumstances shall data or information be shared with third parties during or after the assignment.

The consultant must adhere to safeguarding principles, confidentiality agreements, and informed consent processes, especially when engaging teenage mothers and children.

## 8. Collaboration and Working Relationships

The consultant will work closely with the MIO MEAL Department and project team.

Flexibility and openness to feedback, reflection, and iterative learning are essential.

The consultant must be available for discussions, validations, and joint reflections throughout the assignment.

## 9. Ownership of Data and Reports

All data, datasets, reports, and materials produced under this consultancy shall remain the sole property of Msichana Initiative (MIO).

## 10. Application Process

Interested and eligible consultants/firms should submit:

- Technical proposal (including understanding of the ToR)
- Financial proposal
- Relevant experience documentation

**Submission Deadline: 05/05/2026 (Midnight)**

**Email: [admin.mi@msichana.or.tz](mailto:admin.mi@msichana.or.tz)**

**Note:** Any form of lobbying or follow-up calls will lead to automatic disqualification. Only shortlisted applicants will be contacted.

**TERMS OF REFERENCE (TOR)**  
**FUNDRAISING AND RESOURCE MOBILIZATION STRATEGY DEVELOPMENT**  
**REFERENCE NO.: MIO/FRM/1/SP4/2026/005**

## 1. Introduction: Msichana Initiative

Msichana Initiative (MIO) is a young women- and youth-led organization committed to advancing gender equality by advocating for girls' right to education. The organization contributes to building a society where girls' rights are safeguarded, and girls enjoy recognition, dignity, and the opportunity to excel to their fullest potential.

MIO applies feminist approaches and principles across its core thematic areas:

- Economic empowerment
- Inspiring activism
- Sexual and Reproductive Health and Rights (SRHR)

Through these, MIO empowers adolescent girls and young women to shape their narratives, build agency, and determine their futures. The organization also engages in advocacy for gender-sensitive legal frameworks and collaborates with national and local women's movements to catalyze and sustain feminist movements in Tanzania and beyond.

## 2. Background and Rationale

### Background

Msichana Initiative's ability to deliver sustained impact depends on reliable and diversified funding sources. However, the current funding environment is increasingly competitive, short-term, and unpredictable. This necessitates a clear and strategic approach to fundraising and partnerships.

MIO seeks to develop a comprehensive Fundraising and Resource Mobilization (FRM) Strategy to guide:

- Donor engagement
- Partnership development
- Diversification of income streams
- Roles of Board and Management in resource mobilization

## Current Challenges

Due to shifts in the global funding landscape and geopolitical dynamics, MIO faces:

- Declining unrestricted funding
- Over-reliance on project-based grants
- Increasing donor compliance requirements
- High competition for limited funding opportunities

Without a structured strategy, the organization risks financial instability and missed growth opportunities.

## Purpose of the Strategy

The FRM Strategy will support:

- Program continuity and scaling
- Investment in staff, systems, and innovation
- Greater financial independence and long-term planning
- Strengthened donor relationships and accountability

## 3. Objectives of the Assignment

The overall objective is to strengthen MIO's financial sustainability in a dynamic funding landscape by developing a robust Fundraising and Resource Mobilization Strategy.

### Specific Objectives

The consultant will:

- Analyze MIO's current funding landscape, trends, and risks
- Identify opportunities to diversify income streams (including grants, corporate partnerships, CSR, major gifts, and other innovative financing mechanisms)
- Develop a 3–5-year Fundraising and Resource Mobilization Strategy
- Strengthen approaches to:
  - Donor engagement
  - Strategic partnerships (including private sector engagement)
  - Visibility and organizational positioning

- Define clear roles for Board and Management in resource mobilization
- Provide practical, actionable recommendations for long-term sustainability and growth

#### 4. Scope of Work

The consultant (individual or firm) will undertake the following tasks:

- Participate in a kick-off meeting with MIO Management and the MEAL team
- Develop and submit an Inception Report outlining:
  - Methodology and study design  
*(Approval of the inception report is required before contract signing)*
- Facilitate on validation workshops
- Analyse quantitative and qualitative data using feminist and gender-responsive approaches
- Present and discuss preliminary findings with MIO teams
- Submit the following deliverables:
  - First draft Fundraising and RM Strategy
  - Revised draft after validation
  - Final Fundraising and RM Strategy incorporating feedback
- Participate in reflection, validation, and learning sessions, ensuring safe and inclusive learning spaces

#### 5. Expected Deliverables and Timeline

Total Duration: **40 working days**

Activity	Timeline
Final Submission of the consultant bids	05/05/2026 Midnight
Consultant selection	06/05/2026 - 12/5/2026
Kick-off meeting	13/05/2026 Immediately after selection Contract signing after approval of the inception report

Data collection & analysis	14th May to 3rd June: Field work and analysis with preparation of the first draft
First draft submission reports	15th June 2026
Validation workshops	20th June 2026
Final field work report submission	30th June 2026

## 6. Duration of the Assignment

The consultancy will run for a maximum of 40 working days, including:

- Inception phase
- Enumerator training
- Fieldwork
- Data analysis
- Reporting and validation

Note: *Minor extensions may be considered based on practical needs.*

## 7. Required Qualifications and Experience

### Mandatory Requirements

The consultant (individual or firm) must demonstrate:

- At least 5–10 years of proven experience in fundraising and resource mobilization for medium to large organizations, particularly in the non-profit sector
- Strong expertise in grantmaking, donor engagement, and fundraising strategy development
- Demonstrated experience in Corporate Social Responsibility (CSR) and private sector engagement
- Ability to advise on corporate fundraising strategies and develop strategic partnerships with private sector actors
- Proven track record with tangible evidence of successful fundraising strategies, including major gifts and diversified funding streams

- A consultant who can advise and assist our organization in designing a framework for fundraising our kiromo center which is a multi pronged project that will act as a center for safe haven for girls , legal aid assistance , psychosocial support and center for girls income generating activities

### **Added Advantages**

- Proven experience working with feminist and gender equality organizations
- Demonstrated understanding and application of feminist MEAL frameworks
- Compliance with Tanzania tax regulations (valid TIN and tax clearance)

## **8. Ethical Considerations and Data Protection**

- All data collected under this assignment is highly sensitive and confidential
- The consultant must adhere to strict ethical standards in data collection, storage, and reporting
- No data shall be shared with third parties
- Compliance with safeguarding principles is mandatory, especially when engaging vulnerable groups (e.g., adolescent girls and teenage mothers)
- Informed consent and confidentiality must be strictly upheld

## **9. Collaboration and Working Relationships**

- The consultant will work closely with the MIO MEAL Department and program teams
- Must demonstrate flexibility, openness to feedback, and commitment to iterative learning
- Active participation in discussions, validation workshops, and reflection sessions is required

## **10. Ownership of Outputs**

All data, reports, and materials produced under this consultancy shall remain the sole property of Msichana Initiative (MIO).

## 11. Application Process

Interested and qualified consultants should submit:

- Technical proposal (including understanding of the TOR and methodology)
- Financial proposal

**Submission Deadline: 05/05/2026 (Midnight)**

**Email: [admin.mi@msichana.or.tz](mailto:admin.mi@msichana.or.tz)**

**Note:** Any form of lobbying, including phone calls, will result in automatic disqualification.