

Terms of Reference (TORs) for Consultant under the USAID-Citizen Engagement Program (CEP) ‘Hum Ahang’ to prepare Training Modules on ‘Effective Engagement with Citizens in the context of P/CVE and Disaster Management’ for trainee officers at NSPP, MPDD & universities faculty directly or through HEC (Objective 2.1)

Introduction of the Project: Citizen Engagement Program

The HumAhang project is a five-year program, implemented by a consortium including the Centre of Peace and Development Initiatives (CPDI), the Pakistan Institute of Legislative Development and Transparency (PILDAT), and Blumont Pakistan. The purpose of the HumAhang is to enhance the engagement between citizens and local, provincial, and federal state institutions. Under HumAhang, interventions will focus on promoting dialogue among key stakeholders, engaging youth for civic education and action in program districts, facilitating citizens’ access to information, engaging public and private university faculties and students on conflict resolution and mediation, capacity building of journalists to more effectively and ethically report on conflicts, and engaging the National Counter Terrorism Authority (NACTA) for interfacing with communities. Similarly, HumAhang will engage provincial secretariats, local governments, and provincial assemblies in Punjab and Sindh for activities aimed at strengthening institutional bodies, and advocate for the formation of parliamentary committees, sub-committees, and caucuses to further program objectives.

Scope of Work and Methodology

The Consultant will develop three (3) modules under the title each customized for the specific training needs of the trainee officers at National School of Public Policy (NSPP), the Punjab Management and Professional Development Department (MPDD), and the faculty of Universities either directly or through Higher Education Commission (HEC). The Consultant will collect all relevant facts and figures; use his/her knowledge and understanding of the subject and provide an analysis of the relevant topics of Citizens Engagement within the context of Prevention and Countering of Violent Extremism (P/CVE) and Disaster Management. The draft modules, once developed, will be reviewed by the staff or senior faculty of these institutions, leveraging presentations and focus group discussions after which the contents of the paper will be refined to meet institutional requirements.

These modules are designed to facilitate raising of awareness and capacity building among government officials and faculty members, equipping them with the necessary knowledge and skills for effective citizens engagement in the context of prevention and countering of violent extremism. The training sessions will be interactive, featuring lectures, discussions, and, where feasible, simulation exercises to simulate real-life scenarios. This dynamic approach to content delivery is aimed at engaging participants actively, allowing them to apply learnt concepts to practical situations. The Consultant shall propose structure of the module including Lecture, Question and Answer Session, Simulation Exercise, Workshop, Research Report etc. The

capacity building session will be delivered at NSPP, MPDD & HEC and will be about four (4) hours each (duration to be finalized at the time of delivery).

The module may shed light on the above topic in the following manner:

- A. Introduction to Community Resilience & Governance
- B. Key Concepts in P/CVE and Community Safety
- C. Understanding Violent Extremism and Insurgency
- D. Overview of current and proposed Laws and Policies on P/CVE
- E. Identification of the state institutions relevant to the P/CVE and their respective role and scope.
- F. Evaluation of Pakistan’s P/CVE and CT Response Policies and Strategies
- G. Identifying & Understanding Challenges in Countering Extremism
- H. Key recommendations to Policy, Laws and Response Strategy
- I. Possible areas of improvement in P/CVE Policies, Laws, Rules and Procedures
- J. A review of various initiatives taken by the Govt. of Pakistan in the past years in the context of P/CVE and how effective each initiative has been such as NAP, ISPP, Formation of NACTA, Formation of Counter-Terrorism Departments (CTDs) in the Provinces, Formation of Centre of Excellence on CVE in KP, National Policy on PVE, Paigham-e-Pakistan etc.?
- K. How can the Citizens Engagement be made more effective in the backdrop of VE and natural disasters?

Key Deliverables

The following will be expected from the Consultant as Output of the assignment:

- Three (3) modules, in the form of structure, description of each module in narrative and presentation, to serve as resource material for training at NSPP, MPDD and HEC
- Each module will be a concise document of around 4000 words per module but explanatory notes and recommended reading material may be additional

Payment, Timing and Conduct of Work

The assignment or contract duration will be spread over a period of 6 months. It is estimated that the consultant will need to allocate the effort equivalent to 60 working days. The consultant will be paid a total sum of PKR 1,500,000. The consultant will be expected to prepare a detailed work plan with clear timelines for the implementation of the assignment. Below is the timeline for the work applicable to the consultant:

Milestone	Start	End
Draft the MPDD Module	April 29, 2024	May 10, 2024
PILDAT Review	May 13, 2024	May 14, 2024
Revision of Module	May 16, 2024	May 17, 2024
Presentation of module to MPDD	May 20, 2024	May 24, 2024
Updation of module	May 27, 2024	May 31, 2024
Capacity Building Session for government officers of MPDD	June 03, 2024	June 07, 2024
Draft the NSPP Module	June 10, 2024	June 14, 2024

PILDAT Review	June 17, 2024	June 21, 2024
Revision of Module	June 24, 2024	June 28, 2024
Presentation of module to NSPP	July 01, 2024	July 05, 2024
Updation of module	July 08, 2024	July 12, 2024
Capacity Building Session for government officers of NSPP	July 15, 2024	July 19, 2024
Draft the HEC Module	July 22, 2024	July 26, 2024
PILDAT Review	July 29, 2024	Aug 02, 2024
Revision of Module	Aug 05, 2024	Aug 09, 2024
Presentation of module to HEC	Aug 12, 2024	Aug 16, 2024
Updation of module	Aug 19, 2024	Aug 23, 2024
Capacity Building Session for government officers of HEC	Aug 26, 2024	Aug 30, 2024