



## TERMS OF REFERENCE FOR PRODUCTION OF VIDEO DOCUMENTARY AND PHOTOS ON YOUTH AND WOMEN BASED CLIMATE ENTERPRISES (YWBCEs) FOR RESILIENCE BUILDING & YOUTHS AND WOMEN PARTICIPATION IN CLIMATE CHANGE POLICY IMPLEMENTATION

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REF: (SUSWATCH/AVCCA 2-11/2023)

### 1. Brief About SuSwatch-Kenya

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Sustainable Environmental Development Watch (Suswatch Kenya) has been a registered Non-governmental organisation in Kenya since March 2011. It is a network composed of Civil Society Organizations engaged in varied thematic issues contributing towards sustainable development. Before its official registration, Suswatch had been operating since 2002 as a loose network of civil society organizations. It draws its membership from various institutions spread across the country. It is a member of the East Africa Sustainability Watch (EA Suswatch) which was formed in 2005 and comprises networks of NGOs from Kenya, Uganda and Tanzania. It is also a member of the East Africa Chapter of the International Network for Sustainable Energy (INFORSE) which is headquartered in Aarhus, Denmark. More: [www.suswatchkenya.org](http://www.suswatchkenya.org)

### 2. Background of Alternative Voices for Climate Change Advocacy Project

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The Alternative Voices for Climate Change Advocacy (AVCCA) project is being implemented by Suswatch Kenya and supported by HIVOs through the Voices for Just Climate Action (VCA) program. The project aims to amplify the results of the first phase by further contributing to the promotion of Citizens voices and Climate Change governance in Kisumu County, with a long-term goal of registering 100% realization of the execution of 2% of the county's Development budget allocated to Climate Change initiatives in the county as stipulated in the Kisumu County Climate change act, this will be achieved through the sustaining the youth platform, Capacity building of the youths and Women, Video Documentaries on best practices, Lobbying and Advocacy actions, engaging in local and social media campaigns, Development of policy briefs, engagement the CSOs convenings, holding strategic dialogues with relevant government institutions etc.

With the National Treasury being in the process of establishing County Climate Change Finance Units (CCCFU) through the FLLoCA funds, there needs to be an "Alternative Platform for the civil societies" that offers an opportunity for the Youths and the Women to Participate, Lobby and monitor the implementation of the 2nd Expenditure Area for the fund "Locally-led Climate action grants" which will support local actions and adaptation activities in the county as prioritized by communities, especially the Youths and Women. This will be taken a notch higher since from the initial engagements, Suswatch Kenya has been able to participate in meetings

**Project goal:** To provide an alternative advocacy platform for youths and women in Kisumu County to promote citizens voices on climate change governance

#### Project specific objectives

1. To strengthen the Youth and Women advocacy platform for scaling up networking, dialogue, knowledge, information and experience sharing on policy and practice in the context of the County Climate Change Fund (CCCF) mechanism/devolved climate finance.
2. To enhance the momentum on implementation of the Kisumu County Climate Change Policy and the Kisumu County Integrated Climate Change Action Plan (2022-2027) and participate in discussions prior to and post COP 28
3. To engage local media practitioners in documenting and sharing youth and Women climate resilience activities from Kisumu County.
4. To Upscale environmentally sustainable youth and women-driven climate change initiatives for livelihoods interventions



### 3. Overall objective of the Consultancy

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The overall objective of the assignment is to conduct a video documentary and photography on Youth and Woman Based Climate Enterprises (YWBCEs) and Youth and Women CSOs/CBOs participation on key policy development. As part of the deliverables, the consultant will be required to conduct the pre-production and post-production exercise of developing the documentary as well as take photos during the field visits.

### 4. Scope & Task of Consultancy

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The consultant will be required to:

- Travel to six (6) Youth and Women Based Climate Enterprises sites within Kisumu City (three (3) women & three (3) youths)
- Capture stories of the interventions undertaken by the Youth Women Climate Based Enterprises
- Capture Youth and Women CSO/CBOs participation in key development climate change policy implementation e.g., Ward Climate Finance Scorecards, CIDP Policy processes, Memoranda development and County Climate Finance tracking approach
- Create a documentary with English subtitles.
- Take pictures of the enterprises' interventions and their impacts on the environment and on people's livelihoods

The consultant takes full responsibility for the technical part of the video production including the shooting, filming, script development and sourcing of royalty-free music to accompany the video, if needed.

### 5. Specific deliverables

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The consultant is expected to produce a documentary-style film exploring the success and challenges of the YWBCE and youth and women CSOs/CBOs participation in key policy development.

- ❖ Youth and Woman Based Climate Enterprises (YWBCEs) video documentary Length: 5 – 6 minutes, to be undertaken for 1 minute and twenty seconds (1 min & 20 seconds) for each of the six YWBCEs.
- ❖ Youth and Women CSOs/CBOs participation in key policy development video documentary length: 5 minutes
- ❖ Format: YouTube video format and compatibility
- ❖ Content: Interviews with some youth and women CSO/CBOs, three youth and three women (YWBCEs), Suswatch-Kenya program implementing staffs, one county official.
- ❖ Script: the development is done in collaboration with Suswatch-Kenya
- ❖ Field: field costs will be catered for in the consultancy.
- ❖ Submit the edited documentary through email and USB Flash in HD MP4 formats.

### 6. Management

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The Consultant will be supervised by the Project Officer (I & II) of the Alternative Voices for Climate Change Advocacy program

### 7. Copyright

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All materials arising out of the consultancy shall remain the property of Suswatch-Kenya



## 8. Timelines

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- ❖ The consultancy will run for a period of 14 working days, starting from 20th to 30th November 2023. A detailed timeline, work plan and draft outline should be submitted within three (5) days after award.
- ❖ The rough cut of every documentary phase should be provided to Suswatch-Kenya for review, comments, and approval.
- ❖ The final product e.g. the documentary as well as all the raw footage and project files, should be delivered to Suswatch-Kenya no later than the agreed date after the completion of the assignment.

## 9. Education and Professional Qualification

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- ❖ Bachelor's Degree in Journalism, Media Studies, or a related field.
- ❖ At least three (3) years of professional experience in videography/ video editing.
- ❖ Demonstrated experience of the conception, production and editing of video documentaries.
- ❖ Ability to operate under strict timelines and apply high production and technical standards to maintain a high level of professionalism
- ❖ Demonstrated ability to interact with community organizations, and government effectively
- ❖ officials, corporate executives, general public and staff;
- ❖ A track record of successful materials filmed on similar topics is an added advantage.

## 10. Expression of Interest

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The consultant meeting the above requirements should submit an Expression of Interest-EOI (5 pages maximum) which should include the following:

- ❖ Submit one document not exceeding 5 pages as a single attachment covering both technical and financial aspects and a detailed shooting schedule, camera model (s) you will use, at least three professional referees and at least 3 links to previous work done.
- ❖ A **capability statement or cover letter**, including a commitment on availability for the entire assignment.
- ❖ An updated Curriculum Vitae of the consultant(s) who will undertake the work
- ❖ A **financial proposal** inclusive of 5% withholding tax, indicating the consultant's fees in consideration of a modest budget available.
- ❖ A Gantt chart of the assignment indicating the timelines
- ❖ Sample of previous similar assignments.

## 11. Apply

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The expression of interest should be submitted via email to [suswatchkenya@gmail.com](mailto:suswatchkenya@gmail.com) and copied to [nobnyandire05@yahoo.com](mailto:nobnyandire05@yahoo.com), [ronnycowino@gmail.com](mailto:ronnycowino@gmail.com) & [odhiambo.mikejoseph@gmail.com](mailto:odhiambo.mikejoseph@gmail.com) by the close of business on **17<sup>th</sup> November 2023**. The subject line should

read:

**CONSULTANCY FOR PRODUCTION OF VIDEO DOCUMENTARY AND PHOTOS ON YOUTH AND WOMEN-BASED CLIMATE ENTERPRISES (YWBCEs) FOR RESILIENCE BUILDING AND YOUTHS AND WOMEN PARTICIPATION IN CLIMATE CHANGE POLICY IMPLEMENTATION**

*For any clarifications, please contact the aforementioned, only shortlisted candidates will be contacted.*