



## **NATIONAL UNION OF DISABLED PERSONS OF UGANDA (NUDIPU)**

### **TERMS OF REFERENCE FOR DEVELOPMENT OF CAPACITY BUILDING TRAINING MANUAL FOR MEMBERS OF THE DISTRICT UNION FOR PERSONS WITH DISABILITIES**

#### **1. Introduction**

National Union of Disabled Persons of Uganda (NUDIPU) is an indigenous umbrella NGO of Persons with Disabilities that brings together all disability categories with the vision of ensuring that there is **“a Just and Fair society where Persons with Disabilities live a prosperous and Dignified Life”**. Formed in November 1987, NUDIPU exists to advocate for the rights of Persons with Disabilities in a unified voice for improved livelihoods.

#### **2. Background to the Assignment**

In an effort to decentralize NUDIPU's advocacy agenda at the district level, NUDIPU mobilized Persons with Disabilities to form District unions. These unions were created to advocate for and mobilize persons with disabilities to influence inclusion at district, municipality and sub-county level. These unions are inclusive of all categories of Persons with Disabilities and have been empowered to work with Government, Civil Society Organizations and Government entities in the respective entities. NUDIPU currently has district unions in 112 districts.

Despite the presence of these district unions in the above mentioned districts, there are still evident capacity gaps in these members of the district unions for Persons with Disabilities (DUs) that necessitate support from NUDIPU in equipping them with skills to effectively carry out their mandate.

In this regard, NUDIPU seeks the services of a consultant to develop a robust Capacity Building Manual for members of the District Unions of Persons with Disabilities.

#### **3. Objective of the Assignment**

To develop a comprehensive Training Manual for members of District Unions of Persons with Disabilities that will guide their participation in Local Government programs, plans and budgets and influence disability inclusion.

#### **4. Scope of assignment**

The manual will contain thematic areas including, but not limited to; decentralization and the Local Government system in Uganda; good governance; leadership; disability and gender mainstreaming at local government levels; disability specific laws in Uganda; disability responsive budget analysis and advocacy at Local government level.

#### **5. Roles of the Consultant**

- i. Conduct a desk review to develop the training manual in the focus areas
- ii. Present an inception report for the assignment
- iii. Consult with the laws, policies and best practices to develop a capacity building training manual.
- iv. Develop a standard Capacity Building Manual for members of District Unions of Persons with Disabilities.
- v. Present the draft Capacity Building Manual for feedback from NUDIPU
- vi. Present the report for validation
- vii. Submit the final Capacity Building Training Manual to NUDIPU

#### **6. Qualification, skills and Experiences**

- i. At least a Bachelor Degree in social sciences, development studies, legal studies or any other related discipline in Humanities.
- ii. Experience in developing quality training manuals to respond to the basic training needs.
- iii. Experience in research skills.
- iv. Knowledgeable on disability issues, policies and enabling laws
- v. Knowledge and skills in Local Government businesses including budgeting processes, enacting bye laws and ordinances for disability inclusion and reasonable accommodation.
- vi. Evidence of consultancy work in related field

#### **7. Requirements**

These should include:

- i. Recent Curriculum Vitae (CV) and brief description of the consultant's experience in conducting a similar assignment.
- ii. Technical and Financial Proposal detailing methodology to be used and analysis technique for performing all the specified tasks within the time allocated quoted in Uganda Shillings, including all applicable fees and taxes.
- iii. Detailed work plan and budget for performing all the specified tasks within the time allocation.

## **8. Time frame**

The timeframe allocated for conducting this assignment is 20 working days. The selected consultant should be readily available to execute the assignment as soon as notified.

## **9. Submission**

Interested and qualified persons should send their technical and financial proposals not later than **Tuesday 14<sup>th</sup> September, 2021 at 5:00 PM**. Please email [procurement@nudipu.org](mailto:procurement@nudipu.org) and copy [info@nudipu.org](mailto:info@nudipu.org) with subject line **'Training Manual for members of Disability Unions of Persons with Disabilities.'**

For clarifications, please call: 0414-540179 and 0700-540179.