



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

## **TERMS OF REFERENCE FOR BOD TRAINING**

### **IN CORPORATE GOVERNANCE AND FINANCIAL MANAGEMENT**

#### **1.0 Introduction**

The National Union of Disabled Persons of Uganda (NUDIPU) is an Umbrella Organization established in 1987 with a Vision of Creating a Just and Fair society where Persons with disabilities live a Prosperous and dignified Life. NUDIPU is a Non-governmental Organization that advocates for the rights of Persons with disabilities in Uganda. It brings together all categories of PWDs including the physically, sensory and mentally impaired people. NUDIPU exists to create a unified voice of PWDs in order to advocate for equalization of opportunities, involvement and participation in policy planning and implementation of disability programmes in close co-operation with government, NGO's and the public. NUDIPU's membership comprise 146 District Unions (DUs) and 14 National Disabled Person's Organizations (NDPOs). Their main purpose is to influence and mainstream the provision of services in favor of PWDs in Uganda.

#### **2.0. Background**

NUDIPU'S General Assembly elects a board of directors comprised of 15 competent individuals to represent disability categories, regions, gender and youth. The delegates come from all subscribed district unions and national organizations of persons with disabilities in Uganda. The current board of directors were elected in 2018, serving a term of five years (2023). As part of capacity building, the members of the board need to be strengthened in the areas of financial management and corporate governance which are crucial while providing oversight to the secretariat and overall supervision of the organization. It's also important to enable the board respond to the current operational and legal procedures of NGOs.

#### **3.0. Purpose of the assignment**

To strengthen the capacity of the members of the board in corporate governance and financial management to better their decision making, policy development and oversight role in the organization with particular reflections on the operational and legal environment in the NGO sector.

#### **4.0. Specific Objectives of the assignment:**

The specific objectives of the task are:

- i. To assess the capacity gaps of the BOD members in corporate governance and financial management
- ii. To ascertain the extent to which members of the BOD are familiar with the legal regime relating to NGOs
- iii. To conduct a two-day training in corporate governance and financial management with close reference to the NGO Act and company's Act.
- iv. To compile a training report

#### **5.0. Scope of work**

The assignment will involve the following tasks:

- i. Review literature at NUDIPU, NGO Act, Company Act, etc.
- ii. Assess levels of knowledge of the BOD members in the topics to be trained in
- iii. Prepare training materials and power points
- iv. Design training methodologies
- v. Conduct the two-days training
- vi. Compile training report

#### **6.0. Timeframe**

The training will take two days (7<sup>th</sup> and 8<sup>th</sup> July 2022)

#### **7.0. Professional requirements**

Interested applicants should possess the following qualifications:

- i. At least a master's degree in a relevant discipline
- ii. Expertise in Organizational Development, corporate governance and NGO legal compliance.
- iii. Knowledge about disability and management of membership-based organizations.
- iv. Adept in training adults with diverse background

## 8.0. How to apply

- i. Send financial and technical proposal in Uganda shillings
- ii. Send the Curriculum Vitae (C.V) showing experience in conducting similar assignments.
- iii. Attach the documents in one folder and share.

Interested applicants should send their technical proposal to the following e-mail; [procurement@nudipu.org](mailto:procurement@nudipu.org) and copy in [info@nudipu.org](mailto:info@nudipu.org) not later than 30<sup>th</sup> June 2022 by 5:00 PM.

**Please Note:** Hard copies of the technical and financial proposals will not be acceptable.