



REPUBLIC OF BOTSWANA

CONSULTANCY FOR DEVELOPING NATIONAL FAMILY POLICY FOR BOTSWANA

TERMS OF REFERENCES

1. Introduction

A family is a basic unit of society which plays a vital role in political, cultural and socio-economic development. Families in Botswana have been affected by environmental, economic, cultural and political changes as well as migration patterns, impacts of the HIV/AIDS scourge and changes in the traditional roles of women and men. The traditional extended family system is slowly diminishing because of these changes. Another major contributor to family problems and breakdown in family functioning is the increasing economic stress facing households. Those living below the poverty line especially poor single parent families which are predominantly female-headed households are the most affected. Family dysfunction sets in when poverty is combined with environmental stress and feelings of powerlessness and frustration, resulting in social ills.

Many countries in the world are facing similar challenges that Botswana is facing to promote and protect healthy families. To address this issue the United Nations declared the year 1994 to be the International Year of the Family (IYF). As a UN member state, Botswana has the responsibility to ensure the wellbeing of the family by promoting and protecting its existence according to set guidelines. In line with promotion and protection of families, the Executive Council of the African Union that Botswana is also a member of, adopted a Plan of Action on the Family in Africa.

In response to challenges faced by the family, Botswana realised the need to have a National Policy for the Family. The policy is expected to provide guidance in development of programmes which are directed towards improving the general well being of the family. It will also direct the implementation of all family related programmes undertaken by government and nongovernmental sector. Currently there is no clear policy guiding provision of family services in Botswana. The situation results in uncoordinated programming and extensive service gaps from government, private sector and civil society.

The need for a clear family policy is imperative because there are many new demands and challenges on the evolving family. Families encounter problems such as alcohol, drug and substance abuse; communication and relationship challenges; marital conflict; lack of preparation for marriage, parenting challenges; family violence; lack of family and community support networks; and family breakdown. Children are also traumatized by violence in communities. Furthermore, many women require joining the labour market for economic reasons and relying on childcare outside the home. The existence of the family in Botswana is compounded by the above mentioned factors. Therefore, a review of the diverse challenges, needs and major concerns of families and existing laws is warranted as a basis for legal and policy reforms.

2. Purpose

The purpose of the consultancy is to develop a National Family Policy that will assist the Ministry of Local Government through the Department of Social Services to guide design and implementation of family programmes across all sectors. The main aim of the policy is to provide families with adequate means of support for nurturance, improved well being, and a conducive environment for

good relationships within the family. The main intention of the consultancy is to examine how well government policies, programmes and services promote family life and protect families. The consultancy will also examine the needs and priorities of families in a rapidly changing social and economic environment, On the basis of the findings of assessment the consultancy will formulate a policy framework to promote the well being of the family in Botswana.

3. Specific Objectives

- 3.1. To operationally define a family within the Botswana context.
- 3.2. To determine gaps and weaknesses in implementation of programs targeting families by setting, location, gender disaggregation and other significant criteria.
- 3.3. To develop a specific and relevant National Family Policy for Botswana to guide programming for promotion and protection of the family

4. Methodology

The national level assessment will adopt a desk review of literature and public documents, conduct interviews and focus group discussions. Extensive travel will therefore be essential to oversee data collection activities in the field and consult with local authorities, community leaders and members and other relevant entities such as government ministries e.g. MLG-DSS, development agencies, private sector and civil society organizations to gather information. The study should be:

- Representative of all Botswana regions, (North, South, East and West)
- Representative of different families (Modern and traditional families)
- Different family age group (young and old)
- Representative of various settings: Urban Areas (Cities and Towns), urban villages, rural areas, Remote areas.

5. Specific Tasks

5(a). An assessment of the current policy situation and the status of the family in Botswana

- Analyzing socio-economic and other changes affecting the welfare of families, taking into account available research, including reports of commissions and relevant working groups. The analysis should also include a comprehensive review of existing legislation, policies and regulations for the family to identify weaknesses, gaps and omissions, with respect to emerging needs, issues and problems.
- Assess the level of access of individual families and individual members to psycho-social support and existing programmes for rehabilitation of those suffering from alcohol, drug and substance abuse, and other social challenges that may affect the welfare of a family.
- Examine the role of fathers and mothers in family life and socialization of children in different regions of Botswana. Analyze the incidence of family violence, rape and sexual harassment in Botswana in relation to social and legal responses towards such practices.
- Analyze the practicability of creating community resource centres on the family as focal points for information and dissemination of activities related to the family, gender equality, children rights and human rights.
- Analyze existing public infrastructure that is favourable to family (parks, day care centres, sport facilities and entertainment centres), and propose investment plan for the improvement of the said infrastructure, so that each village in Botswana has the minimum facilities to serve family activities.
- Analyze institutional arrangements to enforce compliance with laws related to family, in particular, analyze the creation of an office at the Attorney General's Chambers in charge of enforcing family laws.

- Analyze the feasibility of obtaining the commitment of churches and social clubs, private sector, civil society, NGO's and international partners to include family topics in their activities, on a current basis, with view towards raising higher levels of consciousness on the importance of the family for the future of Botswana.
- Assess the levels of pre-marital counselling and strategies that encourage marriage.

5(b). Formulate a Policy Framework and implementation Plan for the national policy

- Draft a National Family Policy /Framework D Clearly state recommendations that will serve as a basis for developing a draft National Family Policy or Framework.
- Draft a National Family Policy/Framework including an M&E component with a focus on, but not limited to the Plan of Action on the Family in Africa.

6. Outputs/Deliverables

- Inception report detailing methodology to be used
- Draft report on assessment of the current policy situation and the status of the family in Botswana
- Final report on assessment of the current policy situation and the status of the family in Botswana
- Draft report of a Policy Framework for the Family
- Final report of a Policy Framework for the Family

7. General Qualifications and Experience of Consultants

The Team of Consultants shall have experience and knowledge on family related issues, children's issues, human rights issues and have a traceable record on working on family and human right issues. Specifically, the team should have the following:

- The Team leader should be a Family Policy Specialist with a minimum qualification of a Master degree in a relevant Social Science field with at least 5 years experience in research or Family policy development and analysis, programming and related issues
- Other team members should have at least 5 years' demonstrated work experience relating to family issues in a number of political environments, nationally, regionally and internationally,
- The Team of Consultants should be able to communicate effectively in spoken and written English
- Knowledge of Setswana by at least one member of the team is a must
- Familiarity with the approach to gender issues and United Nations Instruments to the rights of young people are an additional advantage.
- Strong analytical, drafting skills and presentation skills in a workshop environment.
- Ability to work constructively in a team and in a multinational environment.
- IT skills (use of Word, Excel, and other relevant software)

8. Duration of Assignment

The consultancy is expected to last a period of six months.

9. Management of Consultancy

Under the direct supervision of Director of Department of Social Services, Ministry of Local Government, the consultant is expected to work closely with a Technical Working Group and

Reference Group that have been established for the purpose of conceptualizing, communicating and managing the assignment.

10. Clarification and solicitation of documents

NACA invites you to submit **two separate financial and technical proposals** to be used for selecting a contractor. The bidders shall seal the Proposals in one outer and two inner envelopes, as detailed below.

(a) The outer envelope or email shall be addressed to **The National Coordinator, NACA, Westgate Mall, Unit 9, Private Bag 00463, Gaborone, Botswana** and, marked with **“Consultancy for Developing National Family Policy For Botswana”**, and delivered to Office Number 111.

(b) Both inner envelopes shall indicate the name and address of the bidder. The first inner envelope shall contain copies duly marked **“Technical Proposal-Original”** and **“Technical Proposal-Copy”**. The second inner envelope shall include the price schedule duly identified as **“Financial Proposal-Original”** and **“Financial Proposal-Copy”**.

(c) If sending by email, the financial and technical proposals should be sent as two different *pdf* files. Should you require additional information please contact pchibatamoto@gov.bw Telephone: (+267) 3710314. Proposals sent by fax will be disqualified.

The closing date is Friday, 11^h January 2011 (1630hrs).