

Annex A - Terms of Reference

Introduction
<p>The International Organization for Migration (IOM) is implementing a series of regional and global programmes with one of the main objectives as the implementation of Assisted Voluntary Return and Reintegration (AVRR) actions in a manner which is flexible, efficient, and uses a case-management approach.</p> <p>In line with this area, IOM announces this Call for Expression of Interest (CEI) to select interested Applicants, hereinafter referred to as the “Implementing Partner(-s)” for further implementation of IOM activities in the framework of the Migrant Protection, Return and Reintegration Programme – Sub-Saharan Africa (MPRR-SSA). Under this framework, IOM seeks to engage non-governmental, governmental, private entities, and other entities in Freetown and other districts across Sierra Leone to create more opportunities for returned migrants to enhance their skills, build resilience and drive their economic, personal and social development.</p>
Background
<p>IOM Sierra Leone is currently implementing a project supporting returning migrants during their reintegration process by ensuring that they receive an integrated support – economic, social, psychosocial – meant to ensure the sustainability of this process.</p> <p>Project Title: Migrant protection, return and reintegration programme for Sub-Saharan Africa (MPRR-SSA)</p> <p>Donor: EU DG INTPA – International Partnerships</p>
Objective
<p>Overall objective:</p> <p>To contribute to the protection of vulnerable and stranded migrants, including through assisted voluntary return, and to their sustainable reintegration within Sub-Saharan Africa.</p> <p>Specific objective:</p> <p>Outcome 2. Returning migrants are supported in their reintegration process through individual reintegration support in countries of origin in Sub-Saharan Africa</p> <p>Output 2.2: Migrants benefit from individual reintegration support in their country of origin, in all aspects of reintegration (social, economic, and psycho-social)</p>
Proposed interventions

To support returning migrants and ensure a sustainable reintegration process, IOM is aiming to enhance the skills and increase their employability of 614 returning migrants by organizing business start-up trainings and to set-up income generating small business/schemes.

The applicant should submit a comprehensive training proposal that includes:

- The training curriculum for the business start-up
- Transportation allowances/ participants transportation to/from the training
- Coffee breaks
- Details of the toolkit (if applicable) to be provided to graduates on completion of the training.
- Details of the training monitoring methodology and tools (participants attendance, trainer's performances, performance appraisal system, final training evaluation)
- Provision of certified training graduation diploma
- Provision of training reports
- Provision of childcare services, whether applicable, by certified educators

Please note that feedback shall be collected from the participants after the completion of the training course.

In addition, the below **outputs** are to be accomplished by the selected Partner:

- The list of the persons assessed and selected for attending the business start-up training course submitted to IOM in maximum two weeks after the referral was made.
- Microbusiness plans completed with the beneficiaries and shared with IOM on monthly basis.
- Progress/monitoring reports for each beneficiary shared with IOM on monthly basis.
- Set up of joint microbusinesses by a group of returnees, creation of green jobs and innovative solutions for sustainable socio-economic development.

Please note that the selected Partner shall support returnees in the implementation of selected income-generating activity (e.g., provide support in identifying vendors, obtaining necessary documentation - invoices, quotations - for the purchase of goods and services).

Overarching Outcomes:

Returning migrants have increased capacity to access employment opportunities available in Sierra Leone and contribute to the development of the local economy.

Expected results

This intervention is targeting the below mentioned results:

- To organize start-up business trainings for **614 returnees** which will be selected through an established screening process performed by the selected entity in cooperation with IOM . The training will be organized based on a training curriculum shared with IOM when submitting the application.

- To reduce the vulnerability of the returning migrants by providing support to set-up income generating small business/schemes.
- To encourage and support returnees in setting up microbusiness together, including green jobs and innovative solutions for sustainable socio-economic development.
- To consider age, gender dimension and other vulnerabilities of returnees (e.g., disability inclusion) in providing trainings/mentorship and support for setting up microbusinesses.
- To have the potential to generate sustainable interventions at community level through the establishment of businesses that have a high degree of flexibility and resilience.

The selected Partner will submit narrative and financial reports to IOM as per the conditions included in the Project Implementation Agreement.

Impact

Through described action IOM is looking to provided alternative/additional livelihood activities and increase employment opportunities for returning migrants.

Partnerships and collaboration

The activities will be implemented in close coordination with IOM. The Implementing Partner will work with governmental and non-governmental entities, as well as with local NGOs and local communities.

Proposed timeline:

The activities are to be implemented during an 8-month period.

Qualification and experience

- The Applicant must be a registered in Sierra Leone.
- Experience in business trainings/coaching/mentorship programmes
- Expertise in case management and synergy with other service providers (to be detailed in the narrative proposal)
- Experience in different thematic areas (e.g., manufacturing, agriculture, hospitality, production of handcrafts, hair and beauty salon, tailoring, etc.)
- Expertise in entrepreneurship and/or demonstrated knowledge in creating or supporting micro businesses (to be detailed in the narrative proposal).
- Green initiatives and innovative approaches are encouraged.

Submission of the project proposal

The parties that are interested in this activity must submit the information as outlined below and in the Call for Expression of Interest. Please note that organization must have an operational capacity to start implementation within two weeks of contract signature.

Application package:

1. Cover letter
2. Implementing Partners General Information Questionnaire (Annex B)
3. Implementing Partner References Checklist (Annex C)

4. Concept Note (Annex D)
5. Budget (Annex E) – covering a period of 8 months
6. Declaration of Conformity for Partners (Annex F)

The Expression of interest must be submitted in English via email at iomfreetown@iom.int quoting the reference number of the *Expression of Interest (EOI)* - **SL/MPRR/September/CEI-02**

Place and deadline for submission of the project

The applications should be submitted by **23:59 on 31 October 2023**.

Questions and clarifications can be asked with maximum 3 days before the application deadline.