

Term of Reference

Strengthening Intermediary Organization to Respond to Violence Against Women Living with HIV and to Create an Enabling Legal Environment of HIV Response in Indonesia

A. Background

UN Women became one of UNAIDS' co-sponsors under UNAIDS Unified Budget, Accountability and Result Framework (UBRAF). The UBRAF is an instrument to translate the UNAIDS Strategy into action, mobilizing the contributions of UNAIDS Cosponsors and Secretariat to support the achievement of the Targets of the Political Declaration on HIV/AIDS (2011). Under this mechanism, UN Women in Indonesia is supporting number of initiatives to integrate gender equality and human rights principles into national HIV/AIDS response. The program will engage key government institutions, UN agencies, and most at risk population specially focusing on girls & women including Women Living with HIV (WLHIV).

Epidemiologically, HIV and AIDS transmission in Indonesia concentrates in high-risk groups or key populations, including sex workers, male sex with men, transsexuals, and injecting drug users. The Ministry of Health (MoH)'s quarterly HIV update shows that women consistently make up one third of new cases¹. Women's vulnerability to HIV is clearly visible in the HIV projection up to 2020 which shows women who are not members of any key population as the sub-population with the highest rate of transmission. This fact is strengthened by new HIV estimation, released by the Ministry of Health, showing that the 37% of new HIV infection occur within low risk women in Indonesia. The National Commission of Violence Against Women (VAW) annual report which was launched recently, in 2020, reveals a spike of VAW cases among women living with HIV, 203 in 2020 compared to only 4 in 2019.²

Since 2019, Indonesia has been implementing the Intimate Partner Transmission program, namely partner notification in the HIV program, carried out by both health service providers and HIV outreach workers in almost all regions in Indonesia. Gender Based Violence to Women Living with HIV (WLHIV) and Key Population cases may have been encountered along the way. It is noteworthy, with limited resources and lack of infrastructure preparation, this massive and rapid rollout of testing strategies with target achievement, can jeopardize patients' rights to informed consent, expose patients to intimate partner and gender-based violence, and lead to criminalization of exposure/transmission, particularly among key populations (men who have sex with men, sex workers, transgender individuals, and people who use drugs).³ This is exacerbated by incapacity of field officer and peer support to handle VAW cases and provide referrals to VAW service providers. In addition, referral mechanism of VAW service providers and HIV response institutions is still limited in many areas in Indonesia.

In the same year, UNFPA and Jaringan Indonesia Positif (JIP) have developed the Intimate Partner Notification guidelines for key populations and PLHIV. The guideline has been piloted in 5 cities, namely Jakarta, Bandung, Surabaya, Denpasar and Makassar in 2019. In order to respond to problems related to intimate partner violence, UN Women contributed to the implementation of the guideline by developing

¹ Indonesia quarterly HIV report update, MoH, 2019.

² <https://komnasperempuan.go.id/siaran-pers-detail/catahu-2020-komnas-perempuan-lembar-fakta-dan-poin-kunci-5-maret-2021>

³ New HIV Testing Strategies in PEPFAR COP19: Rollout and Human Rights Concerns, Issue Brief, amfAR Public Policy Office, February 2019.

an operational procedure standard to address the issue of violence in the intimate partner relationships of key populations and PLHIV, namely the Standard Operational Procedure Intimate Partner Violence (SOP IPV). This SOP becomes an integral part of the Intimate Partner Notification guideline and serves as a tool to leverage interventions addressing intersectionality of VAW and HIV. To better implement the IPV SOP, there are three parties to be intervened, including Field Officer/Peer Support, Intermediary Organization and VAW service providers.

In the linkage between VAW - HIV response, intermediary organizations play a role in bridging services for WLHIV who experience violence with VAW service providers. Once IPV screening completed, outreach workers or their peer assistants may refer the VAW victims to the intermediary organization, where their needs will be assessed and cases will be documented chronologically, before being referred to VAW service provider, as necessary.

On the other hand, Indonesian government has proposed new law that has been debated for several years, the Elimination of Sexual Violence Bill, which has been included in the National Legislation Program, will strengthen women's rights protection. This bill, unfortunately, has not been adopted yet. The passage of the Elimination of Sexual Violence Bill's very important to provide legal basis for the protection and support of the victims and to ensure legal access for women living with HIV and women from the key population, who are vulnerable to VAW. This law reform agenda would influence an enabling legal environment for HIV response in Indonesia. Accordingly, full public attention and support will highly be required.

On this regards, UN Women is looking for a community-based organization that has been focusing on HIV response in Indonesia to be an intermediary organization providing services to survivor of violence against women living with HIV (WLHIV), especially in terms on intimate partner transmission program. The organisation is also expected to build awareness and conduct policy advocacy related to the linkage between VAW and HIV prevention and response in Indonesia.

B. Objectives

1. To develop capacity of the intermediary organization⁴ and expand to other 5 areas (NTT, North Sulawesi, North Sumatra, Lampung and West Kalimantan) as part of the Integration of Intimate Partner Violence (IPV) Prevention in the Partner Notification Program.
2. To support advocacy, mobilize and increase the capacity of organizations of women living with HIV and affected by HIV to engage with key stakeholders, including policy makers (Government and Parliament) at the national and local levels to influence laws and policies, related to VAW and HIV.

C. Scope of Work

Under the supervision of the National Program Officer EAW and close monitoring from HIV and VAW consultant, the Supplier will play role as intermediary organization to respond to the VAW living with HIV and build awareness and undertake advocacy of laws and policies related to VAW and HIV, with the following task :

1. Build knowledge and capacity of their case workers in five new areas (NTT, North Sulawesi, North Sumatra, Lampung and West Kalimantan), including maintaining capacity in the previous five areas.

⁴ UN Women previously implement similar programs with Indonesia Positive Women Association (Ikatan Perempuan Positif Indonesia - IPPi) in Jakarta, West Java, Central Java, Yogyakarta and Bali.

2. Carry on the implementation as intermediary organization to respond the HIV – VAW living with HIV especially in terms of intimate partner transmission program to provide initial response (paralegal assistance, information to referral mechanism, prevention awareness raising campaign).
3. Data strengthening for violence cases in WLHIV and link to national report in Service Provider Forum, VAW National Commission and Ministry of Women Empowerment.
4. Build and strengthen the coordination mechanism among intermediary organization, outreach workers/ peer support and VAW service providers to monitor progress of implementation of HIV – VAW respond and trouble shootings when needed.
5. Conduct series of advocacy activities build awareness and conduct policy advocacy related to the linkage between VAW and HIV prevention and response in Indonesia.
6. Mobilize communities of women living with HIV and affected by HIV and key population to engage with key stakeholders, including policy makers (Government and Parliament) at the national and local levels to influence the process of developing the laws and policies related to VAW and HIV.

Products/Results that are expected to be delivered:

1. Monthly progress report that elaborates activities and services provided as intermediary organization and advocacy of the laws and policies related to VAW and HIV, based on achieved indicators.
2. Internal SOP to handle VAW cases in Women Living with HIV for intermediary organization.
3. Data available of Women Living with HIV subjected to VAW..
4. Regular documentation of cases of Gender Based violence in WLHIV.
5. Report on campaign and awareness raising on partner notification and intimate partner violence for HIV key populations/communities.
6. Report on series of advocacy activities build awareness and conduct policy advocacy related to the linkage between VAW and HIV prevention and response in Indonesia.
7. The story of change of women living with HIV on their involvement in political roles for policy advocacy of the laws and policies related to VAW and HIV.

D. Deliverables

Deliverables	Tasks	Target Deliverables Dates	Payment
<u>Deliverable 1</u>			
1. Agreed and finalized inception report, detailing workplan and timeline	To develop draft inception report with detailed work plan and timeline.	9 July 2021	10%
<u>Deliverable 2</u>			
1. Internal SOP to handle VAW cases in Women Living with HIV for intermediary organization. 2. Advocacy content materials related to the laws and policies related to VAW and HIV. 3. Report of the coordination with community networks/stakeholders.	1. To develop the internal SOP to handle VAW cases in Women Living with HIV for intermediary organization. 2. To strengthen the substance of the laws and policies related to VAW and HIV for the community. To coordinate with community networks/stakeholders for both activities. 3. To coordinate with community networks/stakeholders for both activities.	9 August 2021	(25%)

<p><u>Deliverable 3</u></p> <ol style="list-style-type: none"> 1. Progress report of activities implementation : <ul style="list-style-type: none"> • Report of the training as intermediary organization. • Report in community mobilization in national and regional level related to advocacy on the laws and policies related to VAW and HIV. • Report on campaign and awareness raising on partner notification and intimate partner violence for HIV key populations/communities. • Documentation report of the coordination with community networks/stakeholders. 2. Report on development/ updated VAW – HIV data collection intake form. 	<ol style="list-style-type: none"> 1. To Build knowledge and capacity the organization case workers as intermediary organization in five new area (NTT, North Sulawesi, North Sumatra, Lampung and West Kalimantan) including maintaining capacity in the previous five area. 2. To Strengthen the involvement of organizations/communities of women living with HIV and affected by HIV at National and Regional level for advocating the laws and policies related to VAW and HIV 3. To Coordinate with community networks/stakeholders for both activities. 4. To develop/update information system for Women Living with HIV subjected to violence. 	<p>28 September 2021</p>	<p>(35%)</p>
<p><u>Deliverable 4</u></p> <ol style="list-style-type: none"> 1. Progress report of activities implementation : <ul style="list-style-type: none"> - Report on implementation of intermediary organization, challenges and measurement to mitigate and response provided. - Report on series of advocacy activities build awareness and conduct policy advocacy related to the linkage between VAW and HIV prevention and response in Indonesia. - Documentation report of the coordination with community networks/stakeholder 2. Report on development/ updated information system for Women Living with HIV subjected to Violence VAW – HIV data collection intake form. 	<ol style="list-style-type: none"> 1. To implement activities of intermediary organization in 10 cities. 2. To disseminate Information and conduct awareness raising activities through social media campaigns on the laws and policies related to VAW and HIV. 3. To conduct a public discussion on the laws and policies related to VAW and HIV from HIV response perspective. 4. To synchronize the database on violence which already compiled by the VAW Commission Annual Report, FPL and MoWE. 5. To Coordinate with community networks/stakeholders for both activities. 	<p>28 November 2021</p>	<p>(20%)</p>
<p><u>Deliverable 5</u></p> <ol style="list-style-type: none"> 1. A report on implementation of intermediary organization and advocacy on the laws and policies related to VAW and HIV, containing recommendation for the next project implementation and also for scaling up. 2. The story of change of women living with HIV on their involvement in political roles for policy advocacy of the laws and policies related to VAW and HIV 	<p>To develop a report on implementation of intermediary organization and advocacy on the laws and policies related to VAW and HIV and recommendations for scaling up</p>	<p>15 December 2021</p>	<p>(10%)</p>

E. Project Duration

The services will be provided for the period of 1 July - 31 December 2021 with the payment and settlement period until 15 January 2022.

F. Required Qualification for Supplier

General requirements:

Organizations fulfilling the following requirements are invited to apply:

- Legal person: public body or non-profit making private body
- Established in Indonesia.
- Community based organization who experiences working in HIV response.
- Proven advanced experience in managing health and particularly HIV program implementation
- Minimum 5 years of experience in managing projects/grants from international development partners
- Solid internal capacities built in areas relevant to project management.

Specific technical competence:

- Minimum 5 years of experience in providing experience in areas related to gender-based violence advocacy as well as providing case support services and referrals to women living with HIV survivors of VAW
- Experience in community development and empowerment.
- Experience working on prevention of and response to intimate partner violence in the intimate partner transmission program of HIV response would be advantage.
- Demonstrating experience on grant management, implementation and reporting, preferably with international grants.
- Demonstrating administrative and fiscal capacity to manage, implement and report on the required deliverables in a timely manner

G. Qualifications of Key Personnel

The Team Leader should have :

- Minimum associate degree in social work or any other related area.
- A minimum of 5 years of relevant experience in project/programme development and implementation with strong technical expertise in preventing violence against women, advocacy, campaign and HIV response.
- Demonstrated experience in managing ERAW program, developing, supporting, adapting and piloting evidence-based programming on prevention of violence.
- Knowledge about gender equality and women empowerment and violence against women living with HIV and affected by HIV.
- Have a good network with other HIV response organization and women movement organization.
- Experience working for UN Women is a distinctive advantage.

The Team Members should have :

- Minimum high school graduate.
- A minimum of 3 years in in project/programme development and implementation with technical expertise in violence against women, advocacy and HIV response.
- Knowledge about gender equality and women empowerment and violence against women living with HIV and affected by HIV.
- Experience working on prevention of violence against women and girls' projects is an advantage.

H. Roles and responsibilities of the parties

UN Women will provide technical guidance where possible. The Supplier shall be required to bear all the related costs and work independently to successfully achieve the end results.

I. Communication and reporting obligations

The Supplier will report to UN Women National Program Officer EVAW to inform about progress, of the service provision (e.g. activities achieved, issues and challenges), in order to allow UN Women to monitor the service delivery.

J. Monthly Activity Report

In addition to achieving required deliverables, the Supplier shall be required to submit monthly activity report (on day 28th each month), containing but not limited to:

1. Data on number of women living with HIV provided with information on VAW and especially IPV.
2. Data on number of users of community-based and women-led networks active in preventing VAW and IPV in the intimate partner transmission.
3. Data on number of women living with HIV received support and provided with referrals.
4. Data on number of frontline service providers trained.
5. Documentation of activities, including Minutes of Meeting, photos.
6. At least two quotes and stories from the field (testimonies from case workers/paralegal and women living with HIV and their family).

K. Submission of application

The Submission package includes:

- Expression of Interest
- Updated CV of Key Personnel
- Technical proposal
- Financial proposal. The lumpsum amount must be detailed of how professional fee of each team member is calculated. Management fee (if any), tax, travel costs for technical team members of supplier and indirect costs such as printing, designing, stationeries, communications in relation to the scope of work of services must be included in each deliverable of the financial proposal;
- Organization Profile
- Organization registration
- 3 reference checks
- Sample of previous work undertaken (project report, technical brief etc.)

L. EVALUATION METHOD AND CRITERIA

Evaluation Method

Proposals will be evaluated based on UN Women Lowest-Price Technically Compliant methodology. The contract will be awarded to the Supplier who meet the requirements and provide the lowest price.

Evaluation Criteria

The proposal is evaluated on the basis of its responsiveness to the Terms of Reference (TOR) as per the criteria mentioned under Qualifications section.