



## Terms of Reference

### DEVELOPING A DOCUMENTARY DETAILING THE IMPACT OF FOWODE'S WORK OVER THE PAST 30 YEARS

**30 Years of Progress: Advancing Gender Equality and Empowering Generations.**

**FOWODE@30: Building for Equality, Shaping the Future.**

#### **Background**

FOWODE is a women's rights organization whose vision is a *Ugandan society where women and men equally participate in and benefit from decision-making processes in public and private spaces*. Since her inception, FOWODE has been at the forefront of building and nurturing women's leadership to enable them claim their rights to participate in decision-making and to build their agency and voice for advocacy for gender-responsive legislation and budgets. Building on 30 years of victories for women, the organization continues to leave an indelible mark by defying barriers, shattering glass ceilings, navigating the corridors of power, breaking new ground and re-imagining the future.

In 2025, FOWODE is celebrating 30 years of advancing gender equality and transforming lives. To mark this milestone, FOWODE will develop an audio-visual documentary that captures her journey and the impact of her seminal work over the past three decades. The documentary will celebrate key achievements, strengthen advocacy, enhance FOWODE's visibility and reinforce her role as a thought leader in the promotion of women's rights. The documentary will be showcased at the various 30th-anniversary events throughout the year and beyond. The audio visual will, therefore, not only be a celebration of the past but also a strategic tool to inspire action and fundraise to sustain FOWODE's work.

It is against this background that FOWODE is seeking the services of a consultant to document her journey and impact, ensuring that the organisation's story and achievements are effectively captured and shared.

#### **1. Goal**

To document and showcase FOWODE's journey and impact registered in the last 30 years.

#### **2. Specific Objectives**

The consultant shall:

- a) Research, carry out literature review of FOWODE's work to get better understanding of the organisation's work.

- b) Watch the FOWODE@21 documentary and get an idea of the desired flow.
- c) Interview 15 different stakeholders/interviewees including, founder members, Board chairpersons (previous and current), the Executive Director, women leaders who attribute their success to FOWODE and FOWODE alumni. For the interviewees out of Kampala, a virtual option shall be explored.
- d) Develop the documentary storyboard and filming script.
- e) Produce two versions of the FINAL documentary; a 15-minutes video and an abridged version of 8 minutes in high quality mode.
- f) Produce 5 short clips of impact stories from key stakeholders and beneficiaries on how the FOWODE programs and models have transformed their lives. Women's Leadership (Winnie Kiiza), Gender Responsive Budgeting (power of community voice in transforming their lives), Alternative and Transformative Leadership (Ruth Kitamirike), Male engagement, Women's Economic Empowerment (nexus of how it leads to women's leadership. Preferably a GBV survivor who has gone into economic empowerment and then a survivor). These should be 1 minute each.

### **3. Duration**

The entire duration of this assignment is 30 days, spread across 2 months (March-April 2025). The consultant shall submit a detailed approach memo indicating their understanding of the assignment, cost effective methodology, road map and budget.

### **4. Deliverables**

- a) Submit a storyboard and script for the documentary to FOWODE for approval before filming.
- b) Present a draft documentary to FOWODE for comments and feedback.
- c) Hand over 2 final approved versions of the documentary (a 15-minutes video and an abridged version of 8 minutes) in high quality mode.
- g) Hand over 5 short clips (1 minute each) of impact stories from key stakeholders and beneficiaries on how the FOWODE programs and models have transformed their lives.

### **5. Support and Resources to be provided**

- a) FOWODE will prepare a contract and agree on its terms with the consultants before initiation of work.
- b) The selected consultant/firm will work closely with FOWODE's Senior Communications Officer to ensure successful implementation of the assignment.
- c) FOWODE will share with the consultant all available information as needed, provide guidance and timely feedback/comments on the deliverables.

### **6. Ethics and data protection**

The Consultant/consultancy firm will acknowledge and agree that all work produced by/under the Contract, including but not limited to data, materials, reports, outlines, drafts, any other materials or deliverables, in any medium (the "Work Product") is the sole and exclusive property of FOWODE and will agree that s/he will not publish or publicly share or disseminate "Work Product" except as may be approved by FOWODE.

### **7. Required skills and experience**

The ideal consultant/team's profile should have relevant and proven experience in developing documentaries for advocacy/Non-Profit Organisations.

#### **8. Application process**

The consultant/consultancy firm is requested to submit an expression of interest letter containing evidence of similar assignments undertaken and a financial proposal to *fowode@fowode.org* and copy *esther.nassali@fowode.org* not later than Friday 21st February, 2025.