



TERMS OF REFERENCE TO DEVELOP A PUBLIC POLICY HANDBOOK FOR UGANDA

January 2019

1. Background

The Public Policy Institute (PPI) is a not-for-profit individual member-agency established as a platform for public policy research, analysis and engagements. PPI's mission is to develop thought leadership that enriches the social, economic and political wellbeing of citizens through rational and independent public policy research and engagements. PPI strategy aspires to bridge the gap between civil society and government in matters of public policy by facilitating a structured mechanism for the citizens to engage with the State at the highest levels of decision-making. Through its programme designs and delivery, PPI aims to actualize the idea of complementarity between the state and civil society in the process of delivering public policies. It is a shift away from the traditional practices where CSOs have mostly taken an adversarial approach in engaging the state. The state and CSOs will see each other as partners with shared goals to improve public policy design and delivery. This will further strengthen citizen-state bargaining in the process of public policy formulation, implementation, monitoring and evaluation.

2. Purpose of the assignment

Through public policy, politics is given life and direction. An understanding of the practice of public policy in any given country context is therefore critical to public decision making regarding the delivery of public goods and services. The purpose of this handbook is to provide a simplified single reference document about Uganda's public policy architecture to guide public policy practitioners, analysts and advocates about the contemporary practice and political economy of public policy in Uganda. The handbook is proposed to reinforce the necessity of evidence and consideration of political economy analysis in policy design and implementation to realise Government's national and international commitments.

This handbook does not seek to substitute the existing Government public policy framework (A Guide to Policy Development and Management in Uganda, 2009) but rather seeks to broaden its scope and relevancy to the wider spectrum of policy stakeholders with a deliberate focus on the latest developments in theory and practice of public policy. Specifically, the handbook seeks to focus on the country's public policy making cycle, highlighting the role of stakeholders in and out of government as well as the entry points for non-state actors to participate and influence the country's policy outcomes.

3. Justification for the Development of the Handbook

Because public policies give politics life and direction, the design and implementation of any public policy variously affects the lives and livelihoods of citizens. New developments in the practice of public policy requires regular review of reference documents and inclusion of participation in the processes of policy design, implementation and review. A key tenet of current public policy making is stakeholder involvement, particularly those likely to be affected by a particular policy response. The justifications for this handbook is the necessity to have an updated public policy reference document that explicitly provides contemporary information regarding the current public policy architecture in Uganda, highlighting the process and entry points for the participation of non-state actors. In addition, this handbook is necessary to highlight political economy issues of how the public policy process is supported, undermined, perverted, altered, or abandoned in the country.

4. Scope of the Assignment

The scope of the assignment will include;

- a) Presentation of the contemporary understanding and practice of public policy. A historical and chronological exposition of public policy in Uganda, highlighting the major critical junctures (if any).
- b) An analysis of the legal and institutional arrangements in place to support the Public Policy process (conceptualisation, development, implementation, review and termination). The analysis of the legal and institutional arrangements will in addition focus on the nexus between Government MDAs and non-state actors in public policy?
- c) Discussion of how public interventions are perceived (agenda setting and definition of public problems). Who actually defines a public problem?

- d) Discussion of how government responds to an identified public problem and how the interventions are legitimized (formulation of policy responses and public decision-making to endorse the responses)?
- e) An analysis of the political economy of public policy making in Uganda (how public policy making, implementation and review is supported but also, all too often, undermined, perverted, altered, or abandoned).
- f) An illustration of Uganda's current public policy architecture, highlighting the process, key actors and entry points for non-state actors to influence policy outcomes and the key political economy consideration.
- g) Legal and policy recommendations on what needs to be done to strengthen the country's public policy process

5. Approach and Methodology

The development of the handbook will be a participatory process, applying desk work research and workshop-based conversations involving the key stakeholders. PPI will provide one technical person, who will join the selected consultant to jointly deliver the assignment. The facilitator together with PPI shall develop the detailed assignment delivery framework. The methodology considered shall apply a power-based approach that facilitates an analysis of how the contestations of power between bureaucrats and politicians supports, or actually constrains public policy. In addition, the methodology shall lead to an understanding of how non-state actors , using the current legal and institutional arrangements can engage to synergize, negotiate with government, and bargain to influence public policy outcomes.

6. Deliverables and Timeframes

The key deliverables shall include the following:

- An assignment delivery framework submitted after signing of the contract
- A draft handbook
- A final validated handbook

Timelines

The assignment total number of days is 14 spread across two calendar months and effective on the day of signing the contract. An inception report is required two days after signing the contract.

7. Call for Expression of Interest

PPI is now calling for expressions of interest from qualified consultants to facilitate the development of the handbook. The expression(s) of interest should demonstrate the applicant's eligibility and experience related to the assignment (not more than 2 pages) and a financial quote to be addressed to;

The Executive Director
Public Policy Institute

Expressions of interest should be received no later than midnight of January 20, 2019. Expression of interest can be submitted by email to info@ppi.or.ug

8. Qualifications of the Consultant

- a) A postgraduate qualification in Political Science, Public Administration, Public Policy or related academic fields in a must.
- b) The consultant(s) must demonstrate strong experience in the relevant academic fields and profound knowledge of Uganda's political and public policy context.
- c) Prior traceable experience in conducting political economy analysis is essential for this assignment
- d) Proficiency in written and oral English is mandatory

9. Additional Information

Additional information can be accessed by contacting the PPI secretariat located at Plot 52, the Edge Road, Makerere University, telephone 0393 206447 or by email to Ms. Winnie wwatera@ppi.or.ug