GENERAL INFORMATION

Title of Consultancy: Case-Based Advocacy Guide
Application Closing Date: 5 April 2021.
Consultancy Start and End Date: Between 15-18 days over April – June 2021
Location of Consultancy: Remote

BACKGROUND

Transparency International (TI) is the global civil society organisation leading the fight against corruption. Through more than 100 chapters worldwide and an international secretariat in Berlin, Germany, TI raises awareness of the damaging effects of corruption and works with partners in government, business and civil society to develop and implement effective measures to tackle it.

For over 15 years, TI has been encouraging individuals and organisations to report corruption they have witnessed or experienced to our Advocacy and Legal Advice Centers (ALACs), and assisting them to seek redress and justice. Through casework, TI also identifies and highlights broader systemic problems, which are then made the subject of campaigning, activism and advocacy aimed at decision-makers (eg to close the loophole / change the policy in practice) and the public (eg to encourage people to take action against corruption). Using a casework approach enhances TI’s broader accountability interventions by opening new avenues for advocacy and action, providing concrete mechanisms for redress for corruption and rights violations. Casework can also set precedents, ultimately strengthening the legal and policy frameworks.

The Transparency International Secretariat (TI-S) in Berlin is seeking a consultant who specialises in advocacy to develop an internal guide focused on case-based advocacy approaches. The aim of the guide is to develop a toolkit to support TI National Chapters to improve their advocacy planning using casework, and to integrate a strong advocacy lens into their ALAC casework / case management processes.

OBJECTIVES

1. Document a range of legal and non-legal (eg public campaigning, media engagement) case-based approaches that can be used for advocacy, activism and campaigning in the fields of anti-corruption and good governance. (Examples include: case-based campaigns, issue-based campaigns, strategic litigation, strategic freedom of information requests). Cases may cover human rights and anti-corruption avenues, and are not limited to litigations; other avenues may include regulatory procedures, triggering sanctions regimes, criminal investigations, or human rights complaints mechanisms.

2. Document case studies where case-based approaches have been successfully used for advocacy by TI National Chapters and other advocates to affect change. TI will provide up to eight case studies, and the consultant is encouraged include additional case studies.

3. Map existing guidance on case-based approaches (ie a short literature review), to determine (a) what tools are already available for CSOs and (b) where there are gaps / limited guidance for CSOs.

4. Develop a toolkit to support TI National Chapters to improve their advocacy planning using casework. The toolkit should be applicable to work in a number of different cultural, political and legal contexts, across thematic areas, and target stakeholders at different levels (ranging from sub-national to supranational actions). Building on the mapping (point 3.), the toolkit will (a) compile available tools and (b) develop new materials where there are gaps / limited guidance for CSOs.

5. Develop guidance for ALAC case managers to integrate a strong advocacy lens into their casework / case management processes (eg how to identify strategic cases, how to assess potential clients if the case includes representing victims)

6. Draft a case-based advocacy guide for TI National Chapters (incorporating points 1-5). The guide should include supplementary materials (eg checklists, templates) to support self-learning and self-application by TI National Chapters of the toolkit (point 4.), and guidance for
case managers (point 5). It should also refer to additional resources helpful for case-based advocacy (ie the existing resources identified in the short literature review in point 3(a)).

EXPECTED DELIVERABLES AND TIMELINE

- Inception Report not exceeding 10 pages by 27 April 2021, including overview of proposed guide structure, case-based approaches (including a short literature review / mapping of existing guidance) and case studies
- Draft Guide not exceeding 50 pages by 18 May 2021
- Final Guide by 8 June 2021
- Lead at least one webinar (in English language, with additional webinars in Spanish or French highly desirable) with TI National Chapters to share the guide, and demonstrate how to apply the guide to their work (no later than 18 June 2021)

All presentations and reports should be submitted in English, in electronic form, in accordance with the deadlines stipulated above. The Consultant is responsible for editing and quality control of language. The TI Secretariat retains the sole rights with respect to all distribution, dissemination, and publication of the deliverables.

SELECTION CRITERIA

The Consultant should have the following qualifications:

- At least 6+ years of professional work experience in civil society advocacy, with a proven track-record of effectively applying case-based advocacy approaches
- Experience working within the fields of anti-corruption, good governance, human rights and social justice
- Practical experience working in more than one region an advantage
- Solid writing, editing and communication skills
- Professional language proficiency in English required; professional language proficiency in Spanish and French an advantage
- Proven commitment to social justice issues and the values of Transparency International

REMUNERATION AND COSTS

The Consultants should provide their estimated total fee as a lump sum or as standard daily or hourly rates as gross inclusive of taxes and other charges.

For Consultants based in the EU, EEA, United Kingdom, and Switzerland

Transparency International e.V. (Secretariat), (TI-S) is registered as a Business Entity in Germany with VAT identification number DE273612486. In order to determine the Value Added Tax (VAT) implications of this tender (e.g. EU Reverse Charge Mechanism), we kindly request that Consultants fill out the VAT Form for Tenders/Vendor Form (instructions inside the form) and submit the completed and duly signed form along with their email application.

The link to the VAT Form for Tenders/Vendor Form is available below on the Careers page.

CONTACT INFORMATION

The application should include the following documents in English:

- A short outline of the strategy proposed to complete this project, together with some initial ideas and suggestions (maximum 1 page);
- Motivation letter and Curriculum Vitae
• Proposed number of days leading to each deliverable and associated fees;
• One sample of relevant previous work (confidentiality guaranteed);
• Completed VAT Form for Tenders (Only for Consultants based in the EU, EEA, UK, and Switzerland)

Please indicate “Case-Based Advocacy Guide” in the subject line of your email application. Applications should be sent in English by email to Alison Matthews at alac-advocacy@transparency.org by close of business of 5 April 2021.

Please note that only shortlisted applicants will be contacted.

The Transparency International Secretariat is committed to creating an inclusive work environment where diversity is valued and where there is equality of opportunity. We actively seek a diverse applicant pool and therefore welcome applications from qualified candidates of all regions, countries, cultures, and backgrounds.

Selection of candidates is made on a competitive basis and we do not discriminate on the basis of national origin, race, colour or ethnic background, religious belief, sex, gender identity and expression or sexual orientation, marital or family status, age or ability. We kindly ask applicants to refrain from including in their application information relating to the above as well as from attaching photos.

Data protection

When you respond to this tender and submit your application, you provide consent that Transparency International e. V. keeps your application materials for the period of ten years according to German legal requirements. Afterwards Transparency International will delete your application and any personal data included in it. If you have any questions, please reach out to dataprotection@transparency.org