GENERAL INFORMATION

Title of Consultancy: Transparency International (TI) Indo-Pacific Programme Design
Application Closing Date: 25 August
Consultancy Start and End Date: 31 August – 31 December
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.

The TI Secretariat (TI-S), together with 13 TI chapters in the region, is currently implementing TI Indo Pacific STRONGG, a regional programme aiming to contribute to reduced corruption in the Indo-Pacific region by empowering a strong and independent civil society voice and network that can mobilise action in support of increased accountability of public and private institutions nationally and regionally.

The TI Indo-Pacific STRONGG Programme currently runs until December 2023. On the basis of a positive external mid-term review of the programme finalised in 2023, and early discussions with the programme funders and implementing partners, the Asia Pacific Team at TI-S is now developing the next phase of its work in the Asia Pacific region to begin (subject to funding) in January 2024.

OBJECTIVES

This scope of work will support the process of preparing for the next phase of the programme and to seek continued funding support. The Asia Pacific team at TI-S is seeking consultancy support to support the design of the next phase of the programme from 2024 - 2027.

The design of the new programme should consider the findings of the 2023 mid-term review and recent stakeholder feedback, the current context of TI, TI’s global and regional priorities, as well as current opportunities in the region, and update the theory of change and related results framework behind the programme. The objective is to ensure that the new programme is as relevant, effective, and impactful as possible, thereby increasing the probability that it continues to receive support from stakeholders, including relevant donors with particular focus on the Australian Department of Foreign Affairs and Trade (DFAT) and New Zealand Ministry of Foreign affairs and Trade (MFAT).

To do this, the consultant will work with the TI-S Asia Pacific team to support with the design and drafting of the new programme and validate it with external stakeholders. This will entail consulting with TI-S teams involved in the TI IPP STRONGG to develop an understanding of the programme and the current plans for the way forward, reviewing the draft project concept note, contribute to the drafting of the full proposal, and engaging external stakeholders in the Indo-Pacific region to validate/test the proposed programme approach.

At the end of the process, the consultant/team of consultants are expected to review the description and illustration of the programme’s updated theory of change and results framework, provide input on the development of the full project proposal, and produce related documents such as the gender action plan.
EXPECTED DELIVERABLES AND TIMELINE

- Review of draft concept and programme framework developed based on input so far; recommendations to increase clarity and alignment with DFAT and MFAT programme logic frameworks and gender/disability inclusiveness requirements by 10 September.
- Incorporation of feedback received from donors and support in the drafting of the full project proposal: September-December.
- Overall approach for any further external stakeholder engagement/validation or input needed, both in Asia and the Pacific, by 10 September.
- Facilitation and analysis of this external stakeholder engagement with the TI-S Asia Pacific Team by 22 September.

All deliverables 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:
- Demonstrated experience and expertise in programme planning/strategic planning, and facilitation of diverse groups.
- Demonstrated experience and expertise in programme design; design of advocacy programmes around transparency, accountability and good governance.
- Experience in the design of projects funded by DFAT and MFAT; recent experience of DFAT’s investment design quality assurance processes.
- Demonstrated experience in planning, monitoring, evaluation and learning, and particularly, on programme results frameworks and theories of change.
- Experience working with the Indo-Pacific region and the Pacific region in particular.
- Experience working with civil society, particularly advocacy-oriented NGOs.
- Relevant experience and understanding of gender and inclusion mainstreaming an advantage.
- Strong verbal and writing skills in English.
- Highly motivated and committed to the values of transparency and integrity.

The following qualifications would be an advantage:
- Experience working in multicultural environments, with a profound belief in the value of diversity.
- Familiarity with the activities of TI.

REMUNERATION AND COSTS

The Consultants should provide their estimated total fee as a lump sum or as standard daily rates.

For candidates based in the EU, EEA, UK, and Switzerland

Transparency International e.V. (Secretariat), (TI-S) is registered as a Business Entity in Germany with VAT identification number DE273612486. EU reverse charge applies. Service providers should issue invoices with zero VAT.

Candidates who are based in Germany and do not charge German VAT must confirm their small entrepreneur status.

HOW TO APPLY

The application should include the following documents in English:
• Motivation letter and Curriculum Vitae.
• A brief outline of the approach, process and any frameworks you would use to undertake the task.
• A cost estimate of the above-mentioned services and outputs.
• One sample of relevant previous work (confidentiality guaranteed).
• Nominate any period where you would be available between 10:00am-2:00pm (Berlin time) on 29 or 30 August for a short conversation should we need to follow-up.

Please indicate “Transparency International (TI) Indo-Pacific Programme Design” in the subject line of your email application. Applications should be sent in English by email to FacilitationAPPD@transparency.org by close of business of 25/08/2023.

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 based on 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.

Guidelines for handling overhead and travel expenses

Overhead

Regular overhead expenses associated with the Consultants maintaining their place of business, such as rent, telephone, utilities, or stationery, are included in the Consultant’s professional fee, except where explicitly agreed otherwise in the contract.

Travel

Travel and accommodation expenses will as far as possible, and where applicable, be recovered from the institutions and companies hosting events or using the outputs provided by the Consultant.

Where such cost recovery is not possible, all travel is subject to prior approval by TI-S staff responsible for the financial management of the Project or TI Budget Line that will support the costs of travel. TI shall not issue travel advances to the Consultants. For accommodation or travel by air, rail, or coach, they will instead have to contact TI-S that will make travel arrangements on the Consultant’s behalf.

All travel booked by TI-S will include travel health and accident insurance with worldwide coverage and Economy class only; accommodation will aim to achieve best value for money up to a 4-star category.
Consultants shall be entitled to invoice TI-S only for local transportation and visa cost (if applicable).

Subsistence allowance (per diems) and expenses for individual meals cannot be claimed. These are part of Consultant's business expenses.