

Terms of Reference

Consultancy (individual): Conflict-Climate-Gender Meta-Analysis Design

Background

DanChurchAid (DCA) supports the poorest in the world in their struggle for a dignified life and helps people in need. We provide both emergency relief and long-term assistance with the objective of creating a more equitable and sustainable world. DCA's international work adopts a Humanitarian-Development-Peacebuilding nexus approach, promoting long-term solutions from the earliest stages of a humanitarian crisis, introducing prevention measures in development contexts, and supporting emergency response when needed.

Climate change impacts affect disproportionately the most vulnerable communities, which are in many instances those located in conflict-affected and conflict-prone regions. In line with DCA's values, DCA is committed to promote locally led action to urgently support the most vulnerable to mitigate and adapt to climate change, as well as to address climate related losses and damages. A rise in state-based and non-state violent conflicts has caused complex and protracted humanitarian crises and development setbacks in many regions. While communities are affected by compounding and overlapping drivers of both violent conflict and climate change, conclusions about pathways of causality remain diverse, incomplete and contested. All the while, narratives that are based on such limited evidence have strong influence on policies and programmes. This can lead to blind spots, misguided prioritisations of responses and potential harm. Climate change and violent conflict affect millions of people worldwide, but not equally. An intersectional gender and inclusion lens is crucial to understanding the complex interconnections between climate change and conflict.

As a multi-mandated organisation, working with local communities on the impacts of violence, climate change and inequality alike, DCA works towards an integrated programming that serves these communities best. In particular, the guiding principle of leaving no-one behind calls for a better understanding of how the 'doubly affected' communities, and within them the persons further impacted by inequality, can best be supported. As a partner to researchers and policy makers, DCA has the opportunity to inform discourse and decisions with experience and learnings from practice.

In 2024 DCA is leading several projects and initiatives that wholly, or in part, explore the intersection of violent conflict and peacebuilding at the community level, localised climate change impact and responses, and gender inequality. These include an action research initiative on both economic and non-economic losses and damages in the Sahel (inception report); a multiannual regional peace- and resilience-building project in East Africa (baseline mapping and various assessments); a short-term learning initiative on the intersection of conflict-climate-gender in regions of South Sudan and Ethiopia (tbc).

In connection with these, DCA is seeking a consultant (individual) to design, develop and test a meta-analysis approach, which helps to complement, connect and collect the individual approaches, analyses, and (upcoming) findings from different current and future initiatives and projects in a way that this body of work can be presented as one relevant knowledge product responding to questions about the interlinkages of violent conflict, climate change and gender inequality. This knowledge product will serve to inform and help steer DCA and relevant partners' programming, strategy and policy. The meta-analysis approach is intended to be used throughout the remaining duration of the initiatives and projects it is built on and it may guide future studies on the intersection between gender, climate and conflict.

Contract Purpose and Expected Results

Overall Objective

The individual consultant (hereafter 'consultant') is responsible for designing, developing and testing a meta-analysis approach, which helps to complement, connect and collect the individual approaches, analyses, and (upcoming) findings from different current and future initiatives and projects in a way that this body of work can be presented as one relevant knowledge product on questions about the interlinkages of violent conflict, climate change and gender inequality.

The assignment entails: a general literature review and a specific desk review and mapping of mainly secondary data of the relevant initiatives and projects; the development of a meta-analysis approach, consisting of relevant guiding research questions, a data analysis plan and tools; a test run of the meta-analysis approach on a relevant test case, initiative, or project, and any necessary adjustments to the approach; as well as the facilitation of kick-off and validation workshops, technical consultation meetings and general documentation in the form of reports and other relevant formats that will be determined in the process of this assignment.

Assignment Purpose

The purpose of this assignment is to build a basis for elevating findings of individual initiatives and projects on the interlinked topic of violent conflict - climate change - gender inequality and make them available and useable to inform and help steer DCA's advisors, management, programmes and relevant partners on programming, strategy and policy.

Key Deliverables/Results to be achieved by the consultant

1. **Inception Report, including Literature Review, Desk Study and Mapping, and Proposed Meta-Analysis Questions.**
2. **Facilitation of one (online) Kick-Off Session** presenting the Inception Report and receiving feedback. Prior to commencing the design, the report is to be agreed with DCA management.
3. **Guidance Document, Tools and Work Plan for Meta-Analysis, including final Meta-Analysis Questions.**
4. **Draft Report**, including test results and recommendations for adjustment.
5. **Facilitation of one (online) Validation Workshop** of the draft final report.
6. **Final Report, including Meta-Analysis guidance and suggested report structure, tools and plan.** Finalised package of documents, integrating suggestions from the Validation workshop.

Scope of the Services

The meta-analysis approach is to be built on a general literature review and a specific desk review and mapping of available secondary data of relevant initiatives and projects (such as project proposals, study outlines, inception reports, baseline mappings, gender and conflict sensitivity assessments, etc.). The literature review should give an overview of the existing relevant literature on the topic, highlight the general research gaps and recommendations, as well as research limitations and challenges in the fields. The desk study and mapping will be expected to take into account the timeline and context (e.g. different climate change impacts, conflict issues and dynamics, and gender norms and traditions covered) of each initiative or project, the types and methodological approaches of data collection and analysis under each, any data collection gaps, and give clear indications on how gaps could be filled.

It should be noted that the mentioned initiatives and projects are at different stages of implementation and can, and should, be added to and improved, with the support from **DCA Technical Advisors** to serve the meta-analysis where necessary and feasible. While some initiatives or projects may require slight adjustment of research questions for the data collection phase, others may require input to the data analysis, and others may also require connecting first findings with meta-analysis

research questions. In the case of the short-term learning initiative on conflict-climate-gender in South Sudan and Ethiopia (tbc), the consultant will be expected to provide support to the data collection and analysis phases (scope to be determined).

In consultation with **DCA Technical Advisors** primary data collection may be agreed, in the form of interviews of DCA and partner organisation staff, and only in a few cases of project participants, to clarify any analytical findings and fill data or knowledge gaps.

Based on desk reviews and mapping and with support from **DCA Technical Advisors**, the consultant is to develop relevant research questions exploring the interlinkages between violent conflict and peacebuilding, climate change impacts and responses and gender inequality, across the reviewed initiatives and projects. The questions should help explore both the nature of the relations of the existing different challenges (e.g. mutual reinforcement and compounding effects), and also the measures taken to address, prevent and mitigate violent conflict, gender inequality and gender-based violence and climate change impacts.

The consultant is to develop an approach to using the existing data and data collection opportunities to answer said research questions, including data analysis tools, a guidance document, a suggested work plan, and a suggested structure for the meta-analysis report.

In consultation with **DCA Technical Advisors** the consultant will propose a way of testing the designed approach and conduct the test, as well as make adjustments to the final approach as necessary.

The consultant will keep **DCA Technical Advisors** informed with regular meetings regarding progress.

The consultant will report to **Senior Conflict Prevention and Peacebuilding Advisor (PAL, DCA)** and work closely with **Senior Advisor Resilience and Climate (PAL, DCA)** and **Conflict Prevention and Peacebuilding Advisor (HRMA, DCA)**.

Timing, Logistics and Facilities

The assignment is to start on **02 September and to be completed by 16 December 2024**. A part-time engagement that extends over the whole period is preferred.

The following timeframe and deadlines are proposed:

Tasks and Deliverables	Timeframe and Deadlines	Estimated work-hours
Literature Review; Desk Study and Mapping of available secondary data of relevant initiatives and projects; Drafting of Proposed Meta-Analysis Questions; Interviews and Consultations if necessary	02.09.2024 - 27.09.2024	80
Drafting of Inception Report	27.09.2024 - 04.10.2024 Submission of Inception Report: 04 October 2024	20
Preparation and Facilitation of Kick-Off Session	04.10.2024 - 11.10.2024 Session: 11 October 2024	10
Development of Guidance Document, Tools, Work Plan and Report Structure for Meta-Analysis	11.10.2024 - 08.11.2024 Submission of Documents: 08 November 2024	80
Testing, Consultations and Drafting of Final Report	08.11.2024 - 22.11.2024	40

	Submission of Draft Final Report: 22 November 2024	
Preparation and Facilitation of Validation Workshop	22.11.2024 - 29.11.2024 Workshop: 29 November 2024	10
Drafting of Final Report, including finalised package of documents, integrating suggestions from the Validation workshop.	29.11.2024 - 09.12.2024 Submission of Final Report: 09 December 2024	40

All workshops and meetings are to be held **online and/or in person**. DCA can make multimedia meeting rooms available at its head office in Meldahlsgade 3, 1613 Copenhagen, Denmark.

It is preferred that the consultant is based in Copenhagen, Denmark, for the duration of the assignment; a desk can be made available (subject to availability) at DCA's head office. DCA can also provide access to printers and paper and workshop facilitation material. The consultant is expected to provide their own equipment for this assignment, including laptop and MS Office suite, unless otherwise agreed.

Reporting

All reports and documents are to be drafted in English, and submitted as editable soft copies to all mentioned **DCA Technical Advisors**, as well as the **HRMA Team Leader**.

Qualification Requirements

- University degree (bachelor) in a subject within the field of political or social sciences (e.g. development studies, peace and conflict studies, international relations, anthropology, environmental studies, gender studies, etc.)
- Excellent research skills, including research framing and design, collecting and analysing qualitative data sets, developing specific methods and tools, and research plans
- Proven strong communication, presentation, and report writing skills
- Subject-matter knowledge and practice in one or more of the relevant technical areas: conflict prevention and peacebuilding, gender analysis and mainstreaming, and climate change mitigation and Loss & Damage
- Good understanding of the international and Danish humanitarian and development aid sector, specifically NGO work
- Experience working in Technical Advisory teams for a humanitarian or development NGO is a distinct advantage
- Knowledge of DCA (or a similar NGO) systems and programmes is a distinct advantage
- Proven ability to quickly become acquainted with specific subject matters, while keeping an eye on the bigger picture
- Proven versatility and ability to switch between different contexts and subject matters
- Proven ability to deliver against targets and meeting deadlines within short timeframe
- Relevant computer skills: MS Office suite (Word, Excel, PowerPoint)
- Written and spoken fluency in English (C1 or C2 level for non-native speakers).

Request for Proposals and Procedures

The Candidate is invited to indicate their interest and availability to perform the above specified services and submit a motivation letter (maximum 1 page), a CV (maximum 3 pages), highlighting the Candidate's experience in the specific field of the Services, and an hourly fee-rate in DKK excluding value added tax.

The fee rate is deemed to remunerate all the activities of the Contractor in the performance of the services and to cover all expenses and costs incurred by the Contractor. The fee rate covers the Contractor's overhead, profit, sick leave, overtime and holiday pay, taxes and social charges. Costs and expenses which are not mentioned in the Contract shall be deemed covered by the overhead of profit included in the fees.

Evaluation of Proposals

The evaluation method will be the quality and cost-based selection. A two-stage procedure shall be utilised in evaluating the Proposals: a technical evaluation and a financial evaluation. Proposals will be ranked according to their combined technical (*St*) and financial (*Sf*) scores using the weights of 90% for the Technical Proposal; and 10% for the offered price. Each proposal's overall score shall therefore be: $St \times 90\% + Sf \times 10\%$.

For the evaluation of the technical proposals, the Contracting Authority shall take the below criteria and weights into consideration. The Contracting Authority reserves the right to discard offers below a technical score of 80 points.

Technical evaluation		Maximum Points	Candidate				
			A	B	C	D	E
Expertise of the Candidate submitting proposal							
1	Candidate's relevant academic qualifications	10					
2	Candidate's relevant experience in the sector of the assignment (humanitarian/development, technical advice)	15					
3	Candidates relevant subject matter knowledge and practice	20					
4	Candidate's skills relevant for the assignment	20					
5	Candidate's relevant knowledge of DCA (or a similar NGO) systems and programmes	20					
6	Candidate's proficiency in English	15					

Deadline for Indication of Interest: 04 August 2024

Contact at DCA for this procurement: Merle Steffens mest@dca.dk