

## Consultancy for the development of DSW country strategy papers for Europe, Ethiopia, Kenya and Tanzania and respective institutional funding strategies

### 1. Introduction

Deutsche Stiftung Weltbevölkerung (DSW) is a global development organisation that focuses on the needs and potential of the largest youth generation in history. We are committed to creating demand for and access to health information, services, supplies, and economic empowerment for youth. We achieve this by engaging in advocacy, capacity development, and reproductive health initiatives, empowering young people to lead healthy and self-determined lives. Besides our headquarters in Hannover, Germany, DSW operates two liaison offices in Berlin and Brussels, as well as maintaining a strong presence in Ethiopia, Kenya, Tanzania, and Uganda.

### 2. Justification and Objective of the Assignment

DSW is seeking a highly motivated individual/ or team to act as a consultant/s supporting the development of country strategy papers for Europe, Ethiopia, Kenya and Tanzania. The country strategy papers will translate DSW's new strategy into the respective context, outlining local priorities for the next three years (2023 - 2025).

In order to be accountable and able to measure our performance and assess financial needs of DSW's new strategy, country strategy papers will contain quantified targets (indicators and financial targets based on the set of identified main activities per activity cluster). Output indicators per activity cluster are currently being developed and will be provided to the consultant.

As part of this assignment, the consultant will also support the development of institutional funding (IF) strategies, which will be an annex to the respective country strategy paper for Europe, Ethiopia, Kenya and Tanzania. The IF strategies will identify potential sources of income and propose specific tasks to guide DSW's IF efforts. As a precondition, it is hence required that the country strategy plans are quantified and provide targets and budgetary projections.

The assignment would require an estimated 35 working days over the course of approximately six months between June and November 2022. This document provides detailed information on the assignment and relevant qualifications.

### 3. List of Expected Stakeholders

For the development of the country strategy papers, the consultant(s) will report to the Head of the DSW Projects and Programmes Department based in Germany and further work closely with the respective

country director, including a representative of the Advocacy Department. In order to understand the specificities of DSW's strategic planning, interviews with key staff members and relevant stakeholders will be conducted, in particular the DSW Executive Director, Vice Executive Director, Head of Project Management Unit, Head of Finance Department, Head of Monitoring and Evaluation Unit, country directors for Ethiopia, Kenya and Tanzania and the Head of Advocacy. For the development of the institutional funding (IF) strategies, the consultant will report to the Head of Institutional Funding and Partnerships (IFP) Unit and he/she will be required to work closely with IF focal points in Europe, Ethiopia, Kenya and Tanzania.

#### 4. Tasks and Deliverables

Since this is the first time that DSW follows a mainstreamed approach in the development of country strategy papers, tasks and deliverables will continuously be defined and adapted jointly together with the consultant. A certain degree of flexibility will be required in this regard. Main tasks include:

##### Overall:

- Provide an **inception document** with the final specified methodology to support the development of the country strategy papers and an advisory work plan. This report will be presented to DSW Germany, discussed with the country offices and, if needed, be amended and finally approved by DSW Germany.
- **Two - weekly check-in calls and monthly update reports** with country directors, the Head of the DSW Projects and Programmes Department, Head of Advocacy and Head of IFP Unit during the development of the IF strategies to share and discuss the development of the country strategy papers and the individual needs of each country.
- **Comments and recommendations** to all country strategy papers including the IF strategies for Ethiopia, Kenya, Tanzania and Europe.

##### For the development of the country strategy papers:

- Review the provided templates by DSW Germany and provide feedback based on previous experience
- Support the development of the country strategy papers for Europe, Ethiopia, Kenya and Tanzania and provide technical feedback on the drafts of the country strategy papers at different stages.

##### For the development of the institutional funding (IF) strategies:

- Provide templates for the **IF strategies** including the respective annual operational action plans;
- **Support the development** of the IF strategies for Europe, Ethiopia, Kenya and Tanzania, working closely with the DSW IF strategies working group. This task will include various elements: context analysis, donor/partner mapping, organisational analysis, etc.

NOTE: The consultant will oversee the process and advice, however, the IF focal points in Europe, Ethiopia, Kenya and Tanzania will in large part conduct the research;

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- Provide strategic input to the Head of IFP Unit on **overarching institutional funding trends, implications and recommended actions.**

## 5. Timeline

In summary, the consultant will implement the following tasks

*(note: a refined list of tasks, respective responsibilities and consultant days for each individual will be negotiated with the final candidates):*

Task	Timeline	Approx. number of working days
<b>DSW country strategy papers</b>		
Preparation and read up of DSW's strategic approach and corresponding documents	June 2022	1 Days
Review template and give advice on country strategy paper documents	June 2022	2 Days
Prepare and conduct workshop per country to review methodology and milestone to develop quantified targets per country.	June 2022	8 Days
Provide review to country strategy papers with periodic check - ins with each DSW country.	July 2022	6 Days
<b>Institutional Funding (IF) strategies</b>		
Develop templates for the IF strategies including the respective annual operational action plans	June 2022	3 Days
Support the development of the IF strategies including a gap analysis (required funding as per strategy papers, secured funding, required funding including potential income sources)	July to September 2022	12 Days
Provide strategic input to the Head of IFP	September/October 2022	3 Days
<b>TOTAL</b>		<b>approx. 30 – 35 Days</b>

The assignment will start in June 2022; The ToR will be amended as per more detailed discussions with the final candidates. Depending on where the selected consultants are located, the assignment may include physical and virtual meetings.

## 6. Supporting Documents

Supporting documents for the assignment will include:

- Examples for country strategy papers and draft template
- Examples for institutional funding (IF) strategies
- DSW global donor mapping
- DSW strategy document including main document, activity clusters, main set of activities and DSW strategic M+E documents.

## 7. Budget and payment schedule

The consultant fees should be reflected in the fees per workday (a full day is min. of 8 working hours) including taxes, social security contributions and VAT and number of work days. The consultants should state the total budget, including expenses such as travel and communication costs. Payment schedule and milestones will be negotiated prior to contract signing.

## 8. Selection and Contracting Process

### Skills and Experience:

The consultant should be methodically and technically competent, impartial and independent and should fulfil the following requirements

- PhD / Masters' degree in development economics, econometrics, economics, public health, social studies or related fields;
- Proven technical and methodological knowledge and experience in strategy development, in particular for NGOs/INGOs;
- Experience in the development of organisational and project budgets;
- Experience in the development of institutional funding (IF) strategies;
- Experience in resource mobilisation, in particular donor analysis;
- Good communication skills and ability to communicate with various stakeholders and to express concisely, clearly ideas and concepts;
- Desirably technical experience in the area of SRHR, youth empowerment, gender and advocacy;
- Language proficiency: English is mandatory; Swahili is an asset;

## 9. Application Procedure

Applicants are required to send in a proposal providing insights into previous experience relevant for the assignment and interest for conducting the consultancy. The proposal should include the following:

- Brief methodology for the implementation of the consultancy deliverables (max 4-5 pages);

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- Time and work plan incl. any comments on the timeframe in accordance with the points specified in this ToR;
- Statement of availability during the planned period;
- Assignment budget with fees incl. VAT and all expenses in accordance with notes
- CV and information on language skills
- References by 2 former similar assignments

## 10. Submission of Proposal

Please send your proposal in PDF format by Monday 30<sup>th</sup> of May 2022 (COB) to the following e-mail to [Angela.Baehr@dsw.org](mailto:Angela.Baehr@dsw.org) and [Ann-Christin.Buck@dsw.org](mailto:Ann-Christin.Buck@dsw.org).

Interviews may be scheduled for the first week of June 2022.