



Terms of Reference

Research consultant(s) – Challenges and opportunities in delivering anticipatory action at scale in the Inter-Governmental Authority on Development (IGAD) region

About the Centre for Disaster Protection

The Centre for Disaster Protection plays a unique role in the global risk management and crisis financing architecture. We were established to address major challenges to effective disaster risk financing and promote more impactful and more equitable disaster risk finance at scale, that leaves no one behind.

We're helping to grow the emerging evidence base on how to better reach and support people in need to help ensure that money and plans are in place before a disaster strikes. We work with governments and organisations to create practical and policy solutions, incentivise proactive risk management and risk financing and support risk informed decision making. We are the only international organisation focused on providing impartial technical advice and training on disaster risk finance – we do not implement or sell financial instruments.

We are deliberately multidisciplinary. Our team comprises experts in risk management, actuarial science, basic service delivery, public financial management, economics, risk modelling, finance, policy and strategic communications, humanitarian delivery, gender, and inclusion. All of our work is guided by our core values of impartiality, quality, creativity and challenge.

The Centre is funded with UK aid through the UK government. Find out more at www.disasterprotection.org

Background

The Centre for Disaster Protection is undertaking a research project to develop a diagnostic analysis of the challenges, disincentives and barriers to moving beyond pilots to delivering anticipatory action at scale and on a sustainable basis in countries subject to frequent predictable shocks, with a particular focus on countries which are also affected by conflict, institutional fragility and resource constraints.

The research will inform a parallel track of policy influencing and engagement which seeks to drive system-level change among international crisis financing and response actors, crisis-affected governments and development partners.

The research will comprise three separate studies which examine challenges at different levels and from the perspective of different actors. Each of the three research studies will focus on understanding the political economy of the status quo and will take a pragmatic and frank approach to acknowledging hard constraints and limits to the application of anticipatory action contexts subject to multiple compounding risks, and where governments face often huge budgetary, political and security challenges.

Objectives

This study is the first of the series and will focus on operational, institutional, policy and legislative, financing and budgetary, coordination and prioritisation challenges faced by governments in the IGAD Region.

IGAD and IGAD member states have already signalled commitment at the policy level to institutionalise anticipatory action through the development of a regional guiding framework for implementing anticipatory action in the region. IGAD's Climate Prediction and Applications Centre (ICPAC) is both a strong technical partner and convening partner supporting this agenda among member states. Strong support of a regional body creates opportunities for regional collaboration and solutions including data sharing, alignment of triggers, risk pooling of funds and cross-border agreements on responding to shared risks.

Many individual anticipatory action frameworks led by partners including national Red Cross/Red Crescent Societies, WFP, FAO and OCHA are already operational and generating valuable operational learning and partnerships throughout the region. Barriers to scale up however remain substantial. Notably, progressive actors are clustered around DRM and early warning agencies in governments, with finance ministries and agencies responsible for social safety nets not yet engaged. Among international progressives, interaction with development partners is limited and support within their own organisations is at times uncertain, and often relatively small scale in terms of resources. Financing is limited for international actors, with no pathway to funding at scale yet identified. Governments do not have access to international financing to support anticipatory action and may struggle to develop budgetary instruments to accommodate contingent response. There remains, significant operational challenges to delivering anticipatory action in the context of complex, compound risk in context which are highly vulnerable to climate change.

This research will seek to understand these challenges from the perspective of IGAD, and from governments, including ministries and departments not yet engaged with anticipatory action (notably finance ministries and agencies responsible for social protection). The research will target three countries in the IGAD region, including Somalia, with the two additional countries to be determined based on consultations.

The research will rely primarily on semi-structured interviews with government, IGAD and international organisation representatives and literature review, supported by quantitative analysis to support analysis on current risk profiles, financing and historic patterns of response.

Required skills and experience

The Centre is seeking an individual consultant, or group of consultant experts at various experience levels to shape, conduct and deliver a package of research with an expected level of between 35 and 40 days. The lead consultant should have over 10 years of experience and have sufficient relevant experience as indicated below to deliver the research.

The consultant or group of consultants should demonstrate relevant sectoral and thematic expertise in anticipatory action, crisis financing, disaster risk financing, disaster risk management and response, and with strong networks with relevant government actors in the IGAD region. Experts from countries in the IGAD region are preferred.

Deliverables and timeline

The project is expected to commence in December 2023 and end in March 2024. It is expected that between **35 and 40 fee days** at the level of a senior international consultant would be required. Where a team of different levels of consultants is proposed, alternative levels of effort may be considered and additional days may be proposed where need is evidenced. A kick-off meeting will be held once the contract is signed, and project team meetings will take place at least once every two weeks or as needed.

Activity	Estimated Dates
Inception report including a research framework defining the research questions, approach, methodology and refined timeline for deliverables.	End Dec 2023
Completion of a first Draft Report describing the research approach, methodology, findings and conclusions.	End Feb 2024
Completion of a final report incorporating peer review (and advisory group if applicable) comments and responses to copy editing revisions.	End March 2024
Slide deck summarising key findings.	End March 2024
Presentation of findings initially to Centre staff, with additional external facing presentations as mutually agreed.	End March 2024

Fee Rates and Payments

Remuneration will be based on individual experience and skills while, as the Centre is a UK aid-funded project, all rates for consultants and staff are subject to controls. Applicants should propose a gross daily fee rate in their submission (see instructions below), which should be inclusive of any applicable taxes. (NB, as one exception, any applicable UK VAT should be separately indicated).

Any applicable expenses approved by the Centre/ DAI will be covered. This includes travel related expenses and others as relevant and mutually agreed. Approved expenses will be billable exclusively on actual costs incurred, as evidenced by receipts.

Payment

Fees will be payable on actual usage of days evidenced by timesheets, subject to completion and approval of key deliverables due at the invoicing point. Any expenses will be paid on actual costs (against receipts) using an agreed invoice and timesheet template.

Correctly submitted invoices will be paid within 30 days of receipt of invoice and approval of relevant work and timesheets (whichever is the later).

Negotiation and finalisation of commercial terms

DAI on behalf of the Centre reserves the right to negotiate on any aspects of the proposed costs and payment and is not bound to accept any offer.

Application Process

Submission mechanism and deadline

Please submit the following by 12pm UK time on **Thursday 30th November 2023** to the Centre jobs email at jobs_centre@disasterprotection.org with the email title "Centre Application - Research Consultant(s) Anticipatory Action". The documents for submission include:

- Individual or proposed CVs (max. 3 pages each)

- Covering letter indicating how the individual or teams experience and interest align with this work, and how it will be approached (max. 2 pages).
- Indicative gross daily fee rate expectations for each proposed individual

DAI Eligibility Criteria

All individual(s) shortlisted will undergo an initial eligibility criteria assessment. This includes vetting of the organisations in line with terrorism checks, company history of improper conduct, any legal acts against the organisation(s) and initial vetting of proposed personnel. Where disqualification factors are discovered, the application may be rejected without notification.

Successful individual(s) will be subject to detailed vetting analysis and relevant reference checks, and, in the case of organisations, also a due diligence assessment through DAI's Management Capacity Assessment Tool (MCAT). This will include an assessment of:

- Organisational details
- Safeguarding policies, procedures and systems
- Financial management policies, procedures, practises and systems
- Duty of care
- Modern Slavery policies and procedures.

Final award of contract will not be confirmed until these checks are complete.

Intellectual property

Intellectual Property Any Foreground Intellectual Property Rights (IPR) arising out of the performance of project will belong to the Managing Agent of the Centre for the purposes of awarding to the Centre perpetual, irrevocable license to use, sub-license or commercially exploit such IPRs in the delivery of its mission and likewise to the Centre's funder, the UK FCDO. The Managing Agent, on behalf of the Centre, will provide the Service Provider right to use such IPRs and other Centre IPRs to the extent needed to perform their obligations under this project. IPRs relating to any background intellectual property drawn upon by the Service Provider in delivery of the assignment shall remain with the Service Provider, who will provide the Centre (through its Managing Agent) and FCDO rights to use such intellectual property to the extent it is integrally required to enjoy their rights to use the results of the Project and the foreground IPRs.