

Expression of Interest (EOI) -Consultancy services for the development of ActionAid International Nepal's Country Strategy Paper CSP

Background

ActionAid International Nepal (AAN) has been operational in Nepal since 1982. Over time, as our understanding of poverty and the context in which we work has expanded, our strategies for addressing poverty have also evolved. Our primary aim has always been to collaborate with people living in poverty and marginalized communities. Given the significant changes in Nepal's social and political climate, AAN recognizes the importance of developing a new Country Strategy Paper VI (CSP). The development of the CSP will involve a comprehensive analysis of both internal and external factors. To review the current CSP and contribute to the development of the new CSP, AAN is seeking Expressions of Interest (EOI) from qualified individuals, firms, or companies.

Objectives

Main objective of this consultancy is to review and reflect on AAN's work during the CSP V period and to develop a new CSP VI suited to the new context. The specific objectives of this assignment are:

- Critically review the effectiveness of our approaches and strategic programme direction set in AAN's current CSP V;
- Review and analyze contexts and explore potential opportunities and challenges for AAN;
- Assess our programme focus and priority areas for interventions; and
- Establish the strategy in terms of both programme and internal organisational development priorities over the new strategy period.

Consultant deliverables

The consultant will work on the following seven key areas and produce a consolidated report capturing the findings of these seven sectors:

- Producing a summary report based on the review of available literature that provides an overview of the CSP V period, including the overall context, thematic insights, thematic policy engagement, key campaign outcomes, learning/innovation/best practices, challenges/issues and next steps.
- Carrying out a rapid field study, discussing with community, partners, stakeholders, and producing reflective summary findings, focusing on context, key reflection, learning/challenges/issues, and way forward.
- Producing key findings/summary based on the report produced as part of taking stock of functional departments.

- Producing a summary report based on the findings of digital survey carried out by AAIN team focusing on AAIN members and Partner Non-Governmental Organisations (PNGOs).
- Producing a summary report based on the PNGO-led process document produced by partners.
- Producing a summary report with findings and ways forward/opportunities derived from interaction with stakeholders at the national level, such as peer organizations, donors, government officials, board members, and governance committee members.
- Producing a summary report based on the reflection of in-house discussions on various thematic and burning topics with intellectuals/experts.

The consultant will produce a consolidated report capturing the findings of the above-mentioned seven sectors within the specified timeline. The consultant will also submit an inception report after being assigned to the role, sharing the questionnaire, methodologies, and tools designed in advance to achieve the expected outcomes. Upon sharing the draft report with the AAIN focal person, the consultant will incorporate the suggestions and comments into the final report and provide a soft copy of the final report in English.

AAIN will provide relevant documents, such as the annual report, organisational reports/documents, survey findings carried out as part of the CSP process, PNGO level reflection findings, etc. AAIN will also provide a list of potential organisations, individuals, communities, partners to be visited for consultation/discussion, invite the consultant to the relevant forums to capture the findings that will help to frame the context and priorities for the new strategy, and provide content/structure of the reporting framework to capture both findings (as part of taking stock) and the way forward (to inform the new CSP).

Time Frame

This consultancy agreement is effective from 20th March 2023, through 31st June 2023, with 30 working days payable. The following timeline is proposed for the expected outcomes:

S.N.	Outcome	Timeline
1	Prepare an inception report	March 25
2	Produce a summary report based on the review of available literature	April 15
3	Carry out rapid field study and produce report	May 15
4	Produce key findings/summary of functional departments	May 30
5	Produce a summary report based on the findings of digital survey	May 15
6	Produce summary report based on the PNGO-led process document	May 15
7	Produce summary report with findings and ways forward/opportunities based on the interaction with national stakeholders, peers and donors	June 15
8	Produce a summary report based on the reflection of in-house discussions with intellectuals/experts.	June 15
9	Compilation of report chapters and share a draft report	June 20
10	Incorporate comments and submit final report to AAIN	June 30

Competencies

- Strong analytical skills, including ability to quickly assess a diverse range of information with a discerning sense for quality of data.
- Having a good understanding of AAIN's Human Right Based Approach (HRBA) is desirable.
- Has strong relationships with national level peer organisation and donors.
- Familiarity of AAIN review and reflection process is desirable.

The Consultant will work closely with: Impact Assessment and Learning Manager and other relevant AAIN teams.

Application Instructions

Proposal Submission Guideline Interested consultancy firms/ individuals who meet the above requirement should send their technical and financial proposals to jobs.nepal@actionaid.org by 15TH March 2023. Please provide At least three positive references/recommendations from past clients. Upon reviewing the Proposal, only short-listed companies will be contacted. Please note that ActionAid Nepal reserves the right to reject any proposal.