



## Terms of Reference

### Technical Assistance Designing Concept Note for CSO-Led Pooled Fund Nepal

<b>Organization</b>	NEAR - Network for Empowered Aid Response <a href="http://www.near.ngo">www.near.ngo</a> (Hosted by Adeso - African Development Solutions, <a href="http://www.adesoafrica.org">www.adesoafrica.org</a> )
<b>Position Title</b>	Consultant: Pooled Funding Mechanism
<b>Reporting To</b>	NSET: NEAR Partner in Nepal
<b>Working With</b>	NEAR, Nepal Consultant, NEAR Program Manager
<b>Duration</b>	September – October, 2018 (1.5 months)
<b>Starting Date</b>	21 September 2017

#### ABOUT ADESO

Adeso is an expanding and vibrant African based international development and humanitarian organization. At Adeso, we work with African communities who are yet to realize their full potential; working inside these communities to create environments in which Africans can thrive. Our belief that economic, social and environmental security is the bedrock of a healthy community drives the nature and intent of our programming. We work to prevent and overcome situations that adversely affect community well-being by: reinvigorating the economy, developing skills for life and work, providing humanitarian aid, and influencing policy.

#### ABOUT THE NEAR NETWORK

Adeso together with other local and national NGOs have come together to form a global network which was launched in May 2016 at the World Humanitarian Summit in Istanbul, Turkey. The network, NEAR (Network for Empowered Aid Response), is a movement of local organizations with a bold ambition – to reshape the top-down humanitarian and development system to one that is locally driven and owned, and is built around equitable, dignified and accountable partnerships. NEAR Network has 10 partners in Nepal and Nepal has been selected by NEAR Network to establish and operate a local CSO led pooled funding mechanism.

#### CONTEXT

The overall objective of the research is to apply tools and mechanisms identified through previous NEAR research to improve access to financial resources for local actors in Nepal. This consultant will support NEAR to move forward with its commitment to a national pooled funding mechanisms managed by local and national organizations to meet the 25% direct resource flow to local NGOs by 2020 as per the Grand Bargain target. The World Humanitarian Summit Global Consultation's summary report, also endorsed the creation of a SNGO managed pooled fund to increase direct finance to local actors. The consultant will provide expertise to the Nepali civil society to establish a pooled fund through designing appropriate proposal that includes a viable framework.

#### Deliverables and scope of work

- Assist in consultation design and review the documents received from consultation meetings in Nepal at sub-national levels.
- Identify and conduct consultations with international actors who are positive towards CSO-Led pooled fund

- Develop a detailed concept note, including conceptual framework suitable for potential investors in the CSO led country pooled fund.
- Validate the conceptual framework and concept note through NEAR network partners in Nepal.
- Advise on most appropriate mechanism for proactive fundraising for the pooled fund through development of a fundraising strategy

DELIVERABLES/ACTIVITIES	DUE DATES
Comprehensive report on conceptual framework	October 15, 2017
Concept note and fundraising strategy documents	October 30, 2018
Working mode	Virtually through online consultations if required

### COPYRIGHT AND INTELLECTUAL PROPERTY RIGHTS

In consideration of the fees paid, the Consultant expressly assigns to NEAR any copyright arising from the works the consultant produces while executing this contract. All images (whether used for online or print purposes) must however bear the consultant’s photo credit, as specified by international intellectual property rights. The consultant may not use, reproduce or otherwise disseminate or authorize others to use, reproduce or disseminate such works without prior consent from NEAR.

Please note: This ToR is intended to convey information essential to understanding the scope of the assignment and the general nature and level of work performed by consultants within this job. The ToR is not intended to be an exhaustive list of qualifications, skills, efforts, duties, responsibilities or working conditions associated with the position.

### APPLICATION PROCESS

All applications should be sent to [jobs@near.ngo](mailto:jobs@near.ngo) by **18<sup>th</sup> September, 2018** with “**Technical Assistance Designing Concept Note for CSO-Led Pooled Fund Nepal**” on the subject line. Applications will be reviewed on rolling basis.

The selection committee will review all applications as they arrive. All applicants must meet the minimum requirements described above, and those unable to meet these requirements will not be considered.

Each application package should include the following:

- Cover letter with the applicant’s current contact information. The letter should be no longer than two pages;
- Proposal for the consultancy assignment with methodology; addressing the selection criteria including how the candidate’s previous experience matches the consultancy objectives as well as their interest for the position.
- Company or the bidding firms profile for review.
- CV of the consultant (including detailed work experience, education/degrees, and details of similar assignments)
- Professional References (minimum of three, with complete contact information).

**All applicants must meet the minimum requirements described above. Only short listed candidates will be contacted. Adeso is an equal opportunity employer.**