

Terms of Reference

Governance Consultant - Technical Assistance Designing Concept Note For CSO-Led Pooled Fund Nepal

Organization	NEAR - Network for Empowered Aid Response www.near.ngo (Hosted by Adeso - African Development Solutions, www.adesoafrica.org)
Position Title	Governance Consultant: Pooled Funding Mechanism
Reporting To	NSET: NEAR Partner in Nepal
Working With	NEAR Nepal Consultant, NEAR Programs Manager
Duration	September – October, 2018 (1.5 months)
Starting Date	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 risk free governance and operational mechanism for operating the pooled fund in Nepal.

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 relevant national government actors to establish CSO-led pooled

fund.

- Conduct national and international desk review on pooled fund mechanism.
- Develop a detailed governance and operational mechanism suitable for implementing the CSO-led country pooled fund. This should include probable risk and risk management strategies including fiduciary risks.
- Propose most appropriate legal arrangement for the pooled fund (should it be hosted by NEAR, NEAR member, appropriate NGO, appropriate government organization or be established as a separate entity)
- Validate the governance mechanism framework through NEAR network partners and stakeholders in Nepal.

DELIVERABLES/ACTIVITIES	DUE DATES
Comprehensive report on appropriate legality of the entity	October 15, 2017
Comprehensive report on Governance Mechanism	October 30, 2018
Working mode	Virtually through online consultations if required

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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 by **18th September, 2018** with “**Governance Consultant - 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.