
Call for Proposal – Individual Consultant

CONSULTANCY SERVICES FOR MAPPING OF EXISTING DATA USE AND CITIZENS ENGAGEMENT MECHANISMS

UNDER THE SUPPORT FOR CAPACITY DEVELOPMENT OF THE AUC AND OTHER AU ORGAN PROJECT (P126848): WORLD BANK GROUP

Terms of Reference

1. Background

Project Development Objectives: The objective of the Project is to strengthen African Union Commission's capacity to facilitate socio-economic development results and transformation through enhanced institutional efficiency. This will be achieved by enhancing the AUC's internal human resources and management systems, and supporting result-oriented external partnerships and collective actions designed to enhance the implementation of regional economic development initiatives in priority areas (e.g. regional trade, energy, infrastructure, governance, natural resource management) for the benefit of African Union Member States, the Regional Economic Communities (RECs) and African citizens.

The Project consists of the following parts:

Strengthening Institutional Capacity: Support for improvement of budget execution, staff capacity, and ICT to provide efficient corporate and functional services through: (a) enhancing corporate governance and management systems and procedures in strategic planning, financial management, budgeting, procurement, recruitment, conference management and all other services as per international standards; (b) driving operational efficiency by (i) modernization of ICT infrastructure; (ii) development of human resources; and (iii) peer-to-peer learning; and (c) enhancing stakeholder communication, feedback and participation through branding, media and outreach.

Facilitating Economic Development Results with Stakeholders: Support for promotion of regional transformation and improvement of policy standards and African Union agreements monitoring through: (a) support for piloting select external institutional partnerships towards the advancement of common goals for regional transformation; (b) monitoring of African Union agreements and programs implementation; and (c) Project monitoring and evaluation and learning.

Project Beneficiaries: Project beneficiaries include the AUC and other AU Organs. Support for capacity development is expected to improve the beneficiaries' organizational performance and their ability to facilitate collective action in priority economic development areas (e.g. regional trade, agriculture, energy, infrastructure, governance, natural resource management) for the direct benefit of AU member states and RECs. The project is also expected to indirectly benefit public and private entities and citizens, civil society and Diaspora groups in general in Africa. An improved and effective AUC would also benefit the development partners and other entities engaged in peace building and economic development programs in the region and beyond. Attention to strategic priorities would also benefit women, youth and vulnerable groups in society through better information on policies and programs.

2. Introduction

Citizens and non-state actors are an important resource for problem solving. Citizen ownership, leadership, participation, inclusion and empowerment are therefore critical success factors for the realization of Agenda 2063. Based on their practical knowledge and day-to-day experiences, citizens can provide decision makers with context-specific information that might not otherwise be available or notify them of any unforeseen factors and thus prevent costly errors.

Citizens must be seen as partners in decision making. They should be genuinely involved in the entire value creation chain from evidence-based framing of aspirations, generation of integrated data-driven knowledge of desired development outcomes, and use of the knowledge in planning, designing and implementation of interventions. However, most African economies have challenges regarding the involvement of citizens in integrated data-driven knowledge generation, and the use of information and knowledge in planning, designing and implementation of interventions. These challenges limit the responsiveness, inclusiveness, and to some extent, the quality and effectiveness of policies, decisions and programmes, as well as the participation of multiple actors from various sectors of the national economy in needed interventions and dissemination of feedback from targeted populations.

In order to effectively empower citizens on innovation for socioeconomic development, the public must have a greater say in shaping how innovation takes place and in selecting the best ways to support the processes. The AUDA-NEPAD Technical Cooperation and Advisory Services Division which is responsible for the provision of knowledge-based advisory services and strengthening capacity of MS and RECs, is therefore promoting the exchange of development data, information, experience and knowledge for effective citizen engagement, decision-making and participation in Agenda 2063 implementation. The overall goal of the initiative is to use insights from data and digital tools to drive innovation and citizen engagement to devise pathways for accelerating the implementation of Agenda 2063. As part of the initiative, AUDA-NEPAD intends to assess the use of data and digital tools in the context of citizen engagement processes.

3. Objective of the consultancy

There is great need to make data, digital tools and information on development accessible and usable by citizens in order to create economic and social value. However, critical gaps exist in data and knowledge on its use, availability and access to digital tools, and on use of information among citizens to create value and opportunity. The objective of the consultancy is therefore to build an understanding of the linkages between citizens and context-specific development policy in their everyday lives.

AUDA-NEPAD needs insights and knowledge about how data, information and digital innovations are used by citizens for their everyday living and to engage on developmental issues in order to formulate appropriate citizen-centric policy responses and to influence Africa's strategic thinking and development discourse at the political level. The mapping and context-analysis of the use of data and citizens engagement mechanisms would assist in obtaining information on the connections and linkages between citizens and policy. This is to enhance the ease with which citizens can access citizen-centric policy and information using digital tools to gain actionable insights for their everyday living.

4. Scope of the assignment

The consultant will undertake a context analysis and stakeholder mapping of existing mechanisms for collecting and using data to facilitate or militate against their engagement with citizens across AU Organs, CSOs, private sector, communities, faith-based organizations, and diaspora groups in the civil society organizations, as per the AU criteria. etc., in their everyday lives to provide actionable insights and recommendations for citizen-centric policy responses. The consultant will also develop a documented analysis and map of information flows between AU institutions and (non-state) citizen groups (incl in the diaspora), mechanisms and channels for exchanges, and examine connections and linkages between citizens and context-specific policy responses in their everyday lives, and assess the consistency and value-addition of such policy responses.

Specifically, the consultant will be expected to carry out and deliver on the following tasks:

- (i) Conduct a systematic review of the relevant literature including AU documentation, reports and case studies from other organizations, journal articles and other publications to appropriately contextualise Citizen Engagement in the framework of Agenda 2063 and its First 10-year Implementation Plan
- (ii) Conduct an AU-wide survey, including RECs, to identify and examine mechanisms and channels for engagement between the respective institutions and the African public (CSOs, private sector, academia, diaspora groups as per AU criteria, communities, faith-based organizations, etc.) on policy interventions

specific to respective groups (CSOs, private sector, academia, communities, diaspora groupings, faith-based organizations, etc.)

- (iii) Conduct interviews and other appropriate consultations with identifiable and representative citizen groups to identify data-, information-, and knowledge-related challenges and issues that facilitate or militate against their engagement with government and AU institutions on Agenda 2063
- (iv) On the basis of the above ((i) – (iii)), analyse and map information flows between AU institutions and (non-state) citizen groups incl the diaspora groupings as per AU criteria, mechanisms and channels for exchanges, and examine connections and linkages between citizens and context-specific policy responses in their everyday lives, and assess the consistency and value-addition of such policy responses
- (v) Identify critical information categories and knowledge services relating to Agenda 2063 of particular interest to citizen groups, and which would enhance their effective engagement on the implementation of the Agenda or other development interventions (e.g., National Development Plans, the Sustainable Development Goals, etc.)
- (vi) Consult relevant inter-disciplinary experts and role players from civil society, academia, and policy makers spanning the fields of development, technology, and communication to identify and establish emerging organisational/institutional and capacity needs for data and information relating to Citizen Engagement
- (vii) Recommend action-oriented, value-creation mechanisms to enhance engagement by the civil society, private sector, academia, and research communities, etc. on Agenda 2063 activities

5. Outputs

- a. **Inception Report** - Inception report detailing activities to be performed, products to be developed, and approach to assignment, timeframe, and budget, etc.
- b. **Report on AU-wide surveys** - Report on AU-wide survey, including RECs, to identify and examine mechanisms and channels for engagement between the respective institutions and the African public
- c. **Report on stakeholder consultations** with identifiable and representative citizen groups indicating the data-, information-, and knowledge-related challenges and issues that facilitate or militate against their engagement with government and AU institutions on Agenda 2063.
- d. **Report and mapping of information flows** - Report on the analysis and mapping of information flows between AU institutions and (non-state) citizen groups incl diaspora groupings indicating the communication tools and approaches, mechanisms and channels for exchanges, connections and linkages between citizens and context-specific policy responses in their

everyday lives, and assessment of the consistency and value-addition of policy responses

- e. **Final Report** - Report on categorisation of critical information and knowledge products and services, tools, and Citizen Engagement mechanisms relating to Agenda 2063 of particular interest to citizen groups to enhance effective engagement on development initiatives, and related capacity interventions needed.

6. Timeframe

It is anticipated that the Assignment will be completed within a total of 70 man-days from the date of the signing of the contract over a period of 4 months. An indicative effort (in man-days) for the main tasks to be accomplished is indicated below:

No	Task	Man-Days
T1	Initial consultations with AUDA-NEPAD, revisions of implementation plan and workplan, preparation and submission of inception report	3
T2	Systematic review of the relevant literature and situation analysis to appropriately contextualise Citizen Engagement in the framework of Agenda 2063 and its First 10-year Implementation Plan	10
T3	AU-wide survey to identify and examine mechanisms and channels for engagement between the respective institutions and the African public	10
T4	Interviews with technical personnel and high-level managers of the relevant AU Organs	5
T5	Analysis and mapping of information flows and examining connections and linkages	10
T6	Identification of critical information categories and knowledge services relating to Agenda 2063	7
T7	Consultation of inter-disciplinary experts and role players to identify and establish emerging organisational/institutional and capacity needs for data and information relating to Citizen Engagement	10
T8	Recommendations on action-oriented, value-creation engagement mechanisms	5
T9	Organization and facilitation of stakeholder consultations including a final Stakeholder Validation Workshop	5
T10	Preparation of Overall Activity Report	5
	Total Man-Days	70

7. Supervision

The consultancy will be managed by the AUDA-NEPAD Technical Cooperation and Advisory Services Division under the Programme Innovation and Planning Directorate.

8. Payment

The Service Provider will be paid a lumpsum. For quality control the consultant is required to hold periodic meetings twice a month with AUDA-NEPAD and share draft updates based on:

- a. Completion and submission of an Inception Report for the assignment.
- b. Completion and submission of Report on AU-wide surveys and stakeholder consultations
- c. Completion and submission of the Report and mapping of information flows between AU institutions and (non-state) citizen groups, including the categorisation of critical information and knowledge products and services, tools, and Citizen Engagement mechanisms relating to Agenda 2063
- d. Submission of final overall Activity Report

9. Required Qualifications and Competency of Consultancy

- Advanced university degree in social/physical sciences, development studies or economics, development/public policy, information management, communication, or related fields;
- At least 10 years of professional experience in of relevant work experience in the field of institutional development in Africa
- Demonstrated experience in undertaking high quality and informative mapping exercises
- At least 10 years of progressive relevant and practical experience multi-stakeholder engagement, policy analysis, and drafting of reports
- Experience in quantitative analysis and qualitative research, as well as analytical and methodological skills to organize ideas, texts, presentations;
- In-depth knowledge of the African's Agenda 2063, sustainable financing agenda, and of African institutions working in the development field is highly desirable
- Good command and comprehension of Africa's capacity development issues and the inter-linkages with socio-economic development and governance
- Outstanding communication and writing skills

10. Evaluation and Qualification Criteria

Individual consultants will be evaluated on the basis of the following criteria:

- a) General education, qualification and relevant training (20 points);
- b) Experience related to the assignment based on a portfolio (60 points);
- c) Understanding of the assignment and quality of the methodology (20 points)

The points distribution of the evaluation criteria outlined in the table below:

No	Criteria	Points
1	Competencies of the Consultant	20

No	Criteria	Points
1.1	Educational qualifications of consultant	10
1.2	Relevant training	10
2	Experience related to the assignment	60
2.1	Proven experience in of relevant work experience in the field of institutional development in Africa	10
2.2	Proven experience in undertaking high quality and informative mapping exercises	15
2.3	Proven experience in multi-stakeholder engagement processes, programme implementation, coordination, policy analysis, and drafting of reports	10
2.4	Proven experience in quantitative analysis and qualitative research, as well as analytical and methodological skills to organize ideas, texts, presentations	15
2.5	Demonstrable knowledge of Agenda 2063, sustainable development agenda, and of African institutions working in the development field	10
3	Understanding of the Assignment and Quality of Proposed Methodology	20
3.1	Understanding of the scope of, and requirements for the work	5
3.2	Clarity of overall approach to the assignment, strategic framing, methodology, analysis and tools	5
3.3	Clear description of how citizen engagement would improve implementation of Agenda 2063	5
3.4	Proposed implementation plan and work plan are realistic and responsive to the technical requirements of the ToRs	5

11. Required Documentation

Interested Consultants are required to submit the following:

- a) Statement about understanding about the assignment
- b) Curriculum Vitae
- c) Propose Daily rate, which should include all of the Consultant's costs and profits.

Financial proposal should be sent separately in a Pdf format.

12. Governance and Support by the African Union Development Agency

The Consultant will work under the direct supervision of the Head of Technical Cooperation and Advisory Services Division under the Programme Innovation and Planning Directorate, who is entrusted with approving the deliverables on behalf of the African Union. The following shall be made available by the AUDA-NEPAD:

- Technical and administrative support from Technical Cooperation and Advisory Services Division, including for organizing consultations, information technology solutions, printing, photocopying, communication, and more generally

facilitating the consultant's administrative interactions with the AUDA-NEPAD and other AU Organs;

- Previous reports and all other relevant documentation will be made available at the start of the consultancy assignment.