

Request for Proposal 2021-14 – National Advisor for Niger (Consultancy Agreement)

About GCERF

The Global Community Engagement and Resilience Fund (GCERF) is a global fund working on preventing violent extremism, based in Geneva. GCERF is the first global effort to support local, community-level initiatives to strengthen resilience against violent extremism (VE). Operating at the nexus of security and development, GCERF works in partnership and consultation with governments, civil society, and the private sector in partner countries to support national strategies to address violent extremism's local drivers.

A multi-stakeholder Governing Board governs GCERF with representatives of donor and partner countries, the private sector, foundations, research institutions, and civil society. GCERF is actively working with governments, civil society, and the private sector in Bangladesh, Kenya, Kosovo, Mali, Nigeria, Tunisia, the Philippines, Somalia, and Sri Lanka.

Description of Services

- Supporting GCERF's grant making and grant management efforts in Niger as part of GCERF's Sahel portfolio (Burkina Faso, Mali, and Niger), including and participation in programme design processes etc;
- Conducting regular activity monitoring of GCERF's programmes as per an agreed schedule with GCERF;
- Supporting coordination and capacity strengthening of GCERF's grantees, including provision of guidance on mainstreaming best practices;
- Serving as an interlocutor between GCERF's Secretariat and key in-country stakeholders (CSM members, donors, grantees, other in-country agencies, UN, NGOs, and CSOs).

Background

In an ever-shifting context, violent extremist groups in Niger and the Sahel have exploited a wide range of vulnerabilities to recruit and radicalise new members. GCERF has an existing presence in the region, having invested more than USD 4,4 million in Mali since 2016. However, in the context of rapid extremist expansion, GCERF's Board has called for increased regional engagement in the Sahel in line with its mandate to support local, community-level initiatives aimed at strengthening resilience against violent extremist agendas. GCERF therefore adopted a Sahel Strategy in December 2020 that extends its support to communities and authorities in neighbouring Burkina Faso and Niger. Grantmaking is expected to commence in Burkina Faso and Niger in Q3 2021 starting with the Liptako-Gourma region.

GCERF is looking for a National Advisor for Niger to support its upcoming programming in Niger, in coordination with National Advisors in Burkina Faso and Mali. An integral member of GCERF's Sahel team, the successful applicant will combine relevant expertise in stabilisation, P/CVE, and programme management in Fragile and Conflict Affected contexts (FCAS) to support GCERF's programming activities. (S)he will provide a key support role to the Country Manager in the day-to-day management of the Niger and Sahel portfolio, working collaboratively with colleagues in other units and partner countries, including National Advisors in Burkina Faso and Mali. Experience with productively managing relationships with internal and external stakeholders, including governments, is an asset.

Work to be performed and deliverables

Work to be performed

1. With support of GCERF's portfolio management unit, lead on-the-ground coordination of grant making and grant management processes to include the following:
 - a. Due Diligence of potential grantees
 - b. Finalisation of grantee proposals (theory of change, results frameworks, workplans, etc.)
 - c. Coordination of capacity strengthening for grantees, Country Support Mechanism, and civil society stakeholders
 - d. Monitoring and review of programme activities, reports, and key grant management documents – this will constitute large percentage of the work
 - e. Coordination of Community of Practice (COP) events
2. Visit GCERF-funded grant activities according to a monitoring schedule. Prepare monitoring reports and provide recommendations to grantees, the GCERF Secretariat, and the Country Support Mechanism.
3. Attend coordination meetings organised by the national government, donor community, multi-lateral, and international partners regarding P/CVE.
4. Proactively share information (i.e. reports, maps, invitations to events and fora) with GCERF pertinent to GCERF's granting activities in Somalia
5. Network with relevant P/CVE stakeholders, identify synergies and report back to GCERF for consultation.

Deliverables

The National Advisor will be based in Niamey and travel regularly to the project sites where the civil society partners of GCERF are implementing projects, if security permits, to engage with grantees, communities, and local government representatives. Key deliverables include but are not limited to the following:

- 1) Produce a bi-weekly report updating GCERF about the following:
 - a. A one-page context update and its relevance to the P/CVE landscape;

- b. A one-page summary of each meeting attended with an outline of key points discussed, key stakeholders (P/CVE actors/organisations, donors, government authorities, and members of civil society) in attendance, and points for follow up discussion in other multi-lateral or bi-lateral settings;
 - c. A one-page summary of the donor landscape as relates to P/CVE;
 - d. A one-page summary of in-country travel with an outline of key takeaways.
- 2) Produce a final report at the end of the service agreement.

In collaboration with the GCERF Country Manager for Niger, a detailed work plan with clear deliverables will be discussed prior to signing the contract.

Characteristics of the Niger National Advisor

GCERF is seeking a candidate with an good knowledge of P/CVE programming, grant making, and grant management in the Sahel context. Female candidates and applicants from marginalised ethnic groups are strongly encouraged to apply. The successful candidate will be based in Niamey with regular travel to project sites. (S)he will speak 1 or more national languages. GCERF will not relocate persons from abroad to Niger.

The National Advisor will have the following skills and competencies:

- Proven experience in starting up new initiatives and programmes;
- At least 5 years of experience working with national and local government agencies in development cooperation and policy in Niger and/or the Sahel;
- Strong understanding of P/CVE dynamics in Niger and the Sahel;
- Extensive experience in coaching and training;
- Extensive experience in networking;
- Ability and willingness to regularly travel to locations where GCERF's programmes are implemented;
- Fluent French and English skills, both written and verbal. The official language of GCERF Secreteriat is English;
- Relevant language skills for working with grantees, authorities and communities i.e. knowledge of local languages;
- Strong presentational and analytical skills;
- A degree in political science, international relations, social sciences, law, or related field is preferred.

In collaboration with the GCERF Country Manager for Niger, and the Head of the Portfolio Management Unit, a detailed work plan with clear deliverables will be discussed with the Consultant for each months and/or quarter.

GCERF abides by strict recruitment and procurement rules that support proper management of grants, avoiding any potential conflict of interest and reputational risk, while maintaining strong principles of non-discrimination, diversity, inclusion, and fair process. Therefore, GCERF will not

accept applications from candidates who are currently working for GCERF partner organisations or governments.

Timeline and Scope

The Niger National Advisor is a fully funded consultancy position. The initial duration of consultancy will be for 6 months and involves 50% level of effort.

Submission of Proposals/ Applications

Proposals should follow the template provided below. Failure to follow the proposal structure or to comply with the instructions in this Request for Proposal will be at the bidder's risk and may affect the evaluation of the proposal.

Proposals should be sent latest by **2 January 2022** by mail or courier in a closed envelope to GCERF's offices clearly marked "Bid reference: 2021-14". The proposal may also be submitted by email in the form of "pdf files". The email should be addressed to bids@gcerf.org.

Period of validity of the proposal

The proposal must be valid for a period of 120 days following submission.

Cost of preparation and submission of the proposal

The Candidate shall bear all costs associated with the preparation and submission of the proposal, including but not limited to the possible cost of discussing the proposal with GCERF, making a presentation, negotiating a contract and any related travel (e.g. associated with security clearance if needed). GCERF will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the selection process.

Selection of applicants

Applicants are requested to provide the most appropriate and suitable solution to meet the requirements. Please note that GCERF has limited resources in the budget for this position, therefore we would consider only the most cost-effective solutions.

The selection will be made based on a number of criteria that will be applied systematically to all proposal received:

- Responsiveness to request;
- Suitability of the applicants profile (previous experience and qualifications, required skills and competencies);
- Credibility of the applicant (references, certificates);
- Quality of the offer document; and
- Financial Offer.

Proposal structure:

Candidates must submit their proposal following the template below:

The application document is made up of three different sections

1. Disclosure form
2. Profile of the applicant (CV with relevant experience, cover letter, references)
3. Financial proposal (the fees charged should be reasonable, competitive to the extent possible)

Please keep the overall proposal within 4 pages. You may annex additional information as needed.

1. Disclosure form

I (name and title of the Applicant) confirm that I can perform the Consultancy work in Niger and hereby submit this proposal in response to GCERF's Request for Proposal 2021-14. I confirm that all statements and representations made in the proposal are true and correct.

Date submitted:

Submitted by: (Name of Applicant)

Signature

2. Profile of the Applicant

Please provide a CV and one-page cover letter highlighting how your skills and experience qualify you for the role of National Advisor. Please briefly provide recent examples of similar projects has recently undertaken. Please provide references that GCERF may contact.

Please explain the legal status of the applicant.

Please explain your individual strengths and values and the suitability of your approach to the above mentioned project.

3. Financial Proposal

Please explain the basis of the proposed fees and any other charges to GCERF and their level. Please include the basis for invoicing and terms and conditions for payment.