

Terms of Reference: Gender Mainstreaming

Result area	Inclusive Budgeting and Financing for Climate Change in Africa (IBFCCA) Program
Objective	<p>Recruitment of an individual/team of consultant(s) to assist the Collaborative Africa Budget Reform Initiative (CABRI) with its activities on gender and climate change integration in national planning, budgeting and finance in Africa as part of the IBFCCA program. Working with a small team, the consultant will contribute to,</p> <ul style="list-style-type: none"> • Conducting a gender audit • research in the form of a keynote paper and country case study • develop a gender analysis guide • design and delivery of a virtual peer learning and exchange event • facilitate a follow-on training/country review • development of a policy brief

Background

The IBFCCA is a partnership project implemented by the Collaborative Africa Budget Reform Initiative (CABRI), United National Development Programme (UNDP), International Budget Partnership (IBP) and International Institute for Environment and Development (IIED). IBFCCA's objective is to promote climate resilience in Africa and to support governments to benefit from the opportunities of a just transition to a net zero carbon future. The IBFCCA aims to support reforms to integrate climate change (CC) into the budget process. It also aims to help strengthen Africa's negotiating position under the Paris Agreement and to help governments develop and implement their National Determined Contributions. IBFCCA will also help government access to climate finance by development partners, through both climate and development finance. IBFCCA has three components,

- Component A led by CABRI, facilitates peer learning and exchange (south south learning) and knowledge management
- Component B led by UNDP provides technical assistance to countries on climate change integration
- Component C led by IBP and IIED strengthens oversight, transparency and accountability actors and practices.

Gender is a central organizing principle of societies, and often governs the processes of work, production, consumption, and distribution. Under article 7 paragraph 5 of the Paris agreement, countries acknowledge that adaptation action should follow a **'country driven, gender-responsive, participatory and a fully transparent approach'**, and this has given rise to helpful



assessments of the extent to which Adaptation Plans have been gender responsive, and learning between countries on how best to approach gender responsive adaptation planning.

Article 9 of the Paris Agreement refers to the need for increased availability of climate finance, and transparent commitments of financial support from developed to developing countries. However, there is limited reference for **the need for climate finance to be distributed in a gender equitable way**. Climate finance is key to supporting costs of adaptation and mitigation and so omitting gender budgeting and allocation runs the risk of reinforcing gender inequalities, impacting on poor women and men the most.

Gender mainstreaming in IBFCCA

The design of the Implementation Phase of IBFCCA will aim to mainstream gender fully into the programme and define specific gender-related initiatives. It will also aim to ensure that all activities are consistent with post-COVID-19 circumstances. Climate Change and gender overlap without direct budget/finance implications, or gender budgeting, so focus will be on the broader introductory review of the interaction between CC and gender policy in Africa, but the programme will aim to stay focused on issues that combine CC and budget/finance, with a high priority for such issues that also involve gender equality.

Scope of work

The consultant(s) will deliver a set of related outputs as detailed below.

Output 1; Gender audit

The purpose of the gender audit is to analyse public policy/programmes (including legislation, regulations and expenditure allocations) with the objective to: a) respond to climate change (through both adaptation and mitigation); and b) to improve gender equality. It will identify policies that explicitly aim to cover both objectives as well as policies that are primarily development policies but which could contribute to both objectives, but where this contribution is either implicit or is still unrecognised and requires some adjustment to programme design to realise the potential contribution to both objectives. The audit will analyse the income and expenditures of the pilot governments from a gender and climate perspective to assess how policy and practice impacts differently on men and women and how improvements can be made to improve the effectiveness of the contribution to both increased gender equality and climate responses.

The gender audit will include five countries.

The audit will be in line with the framework of the IBFCCA programme to ensure that gender is well integrated across all three components. Specific review will include;

1. Climate change policy making

- Undertake a critical review of gender and social inclusion issues in the country climate policies, strategies, targets, and plans and entry points for improving policy/programme priorities to address inequality.



- Assess if country climate risk, vulnerability, capacity and loss and damage assessments are gender responsive to understand climate impacts on women and other excluded groups and the adaptation gaps that need to be addressed.
- Review the country Public Finance Management (PFM) systems and identify how gender equality and inclusion have been integrated and entry points for improvement and the lessons for this for the integration of both gender and climate in PFM systems.
- Assess the inclusion and participation of women and other groups in the planning, design and management of CC expenditure and the way in which this has affected the level of effectiveness of the policies/programmes.
- Identify examples of success stories of inclusive gender equality and inclusion in policy/programme design and implementation processes and the lessons of this for including gender in climate change policies/programmes.

2. Country planning and investment

- Review how country development plans and investment strategies integrate gender equality and inclusion and the lessons of this for integrating both climate change and gender in development plans and strategies in a coordinated manner.
- Assess gender integration in the Annual Economic Reports (AERs) and the lessons of this for integrating both gender and climate into AERs in a coordinated manner.
- Review the country and sectoral monitoring and evaluation (M&E) systems to assess if gendered impacts of development are provided for and the lessons of this for a more coordinated provision for both gender and climate impacts in M&E systems.
- Effectiveness: assess current methods for ensuring that national and sectoral budgets recognize and utilise the opportunities for engaging women in development generally and in climate policy/programme design, management, and supervision. Document good examples of where these tools and methods have been effective and draw lessons for possible areas where gender could be better recognized in climate policy/programmes.

3. Public financial and economic management

- Review gender integration in country medium term expenditure frameworks (MTEFs) and opportunities for strengthening linkages between gender and climate change in MTEFs.
- Assess whether government climate financing guidelines and circulars incorporate requirements for addressing gender equality and inclusion and where opportunities exist to improve the practices.
- Incentives: assess where countries have methods and incentives to ensure gender equality is being addressed (e.g. gender or climate budget tagging, gender compliance certificates etc).
- Review country experiences and opportunities that enhance coordination between gender budgeting and CC budgeting practices. This can include **institutional linkages** (e.g. the Parliament-led initiatives, national gender networks, national accountability forums, etc);



Reporting, (e.g. coordinated reporting of gender and CC expenditure trends; and coordinated references to gender and CC in budget strategy documents, including the BFPs); **national policies** (e.g. practices used for preparation of NAPs, NDCs, national Development Plans, etc).

4. Sectoral investment and service delivery

- Identify examples and entry points where sectoral programme design and approval processes that provide a climate response also consider gender equality and inclusion.
- Review budget allocations (percentages) for gender equality and climate change, where evidence already exists in documents such as Climate Public Expenditure Reviews (CPERs).
- Assess the gender inclusion and the role of women in positions that enhance accountability, gender equality and inclusion at different levels of Government and civil society entities working on service delivery and budget issues and the lessons from this for the use of accountability networks for climate expenditure.
- Explore how Governments address capabilities for supporting gender and climate change knowledge and skills especially enhancing the capacity of women to participate in CC policy, programme design, implementation, MEL, and research.

Output 2; Develop a keynote paper

The consultant(s) using findings from the gender audit, will develop a keynote paper which provides a review on international experience, with a focus on Africa, of integrating and coordinating gender and climate change into budgeting and finance. The main focus will be on experience across Africa but will also cover experience from Asia and the Pacific.

Output 3; Develop a country case study on improving gender and climate coordination

The case study will be informed by country experience and will provide a more detailed overview of the opportunities for improving the coordination of climate change and gender sensitive policies/programmes, illustrating the importance of local circumstances.

The country case study will also explore the way in which COVID-19 has affected the country's approach to budget and financial reform, with a particular focus on the possible implications for other cross-sectoral policy priorities, including CC and gender. This case study will feed into the COVID-19 Implication Review prepared for the Implementation Phase Document.

Output 4; virtual peer learning and exchange event

The consultant(s) will support the development of the programme and structure for the peer learning and exchange event, including shaping session objectives, format, developing material and presentations.



The peer learning and exchange event will focus on sharing country experiences and will be informed by the previous outputs (gender audit, keynote paper and case study) focusing on international and African experience with climate change and gender integration in climate change adaptation, budgeting, and finance. In addition, the peer exchange event will also draw from other studies done under other components of the programme.

Key areas of focus among others include;

- The extent to which climate change expenditure benefits women and men differently
- Possible efficiency gains from the increased involvement of women in the design and management of climate change expenditure
- Options for coordinating gender and climate change budgeting practices
- Methods and availability of evidence for estimating the gender distribution of the full impact of climate change.

Lessons learnt from the policy dialogue on integrating gender and climate change into budgeting and finance will inform the preparation of the Implementation Phase Document of the program.

Output 5; Follow-on training or country review

Based on capacity or knowledge gaps identified at the peer learning and exchange event, the consultant(s) will assist with organising a one-day follow-on technical training or country review, covering important competencies related to the incorporation of gender and climate change into the wider budget process.

The nature of the follow-on activity will depend on the topic selected during the peer learning and exchange. It will also need to consider the constraints and opportunities resulting from the travel restrictions associated with COVID-19.

Output 6; Gender analysis tool/guide

The consultant will use the gender audit findings, the keynote paper, the case study, and outcomes of the peer learning and exchange event to develop a gender analysis guide which focuses on the specific needs and opportunities for integrating gender into the implementation phase of IBFCCA program across all three components. The guide should address,

- How gender equality and inclusion can be integrated in climate change and development interventions in fiscal and budget planning
- How gender can be integrated in technical assistance to government institutions involved in CC integration in pilot countries
- Gender and inclusion integration in climate finance governance work to strengthen oversight, transparency and accountability actors and practices



Methodology

Given the COVID-19 restrictions in different countries, the process of conducting the gender audit will include desk reviews of relevant country documents, online interviews, and face to face interviews where possible. The process will entail,

- Desk review and analysis of key documents including those focusing on gender budgeting
- Online interview with the IBFFCA programme focus country governments which include Ghana, Uganda, Kenya, Mauritius and Mozambique and interviews with country partners working on accountability, gender budgeting and climate change adaptation
- Review practices in Africa, Asia and the Pacific to inform the keynote paper which will focus on international and Africa practices of integrating and coordinating gender and climate change into budgeting and finance
- Assess examples and cases of COVID-19 response and recovery and possible implications of disruptions on a country's approach to budget and finance and opportunities for addressing inclusion and gender equality and climate change in policies, processes, and programs
- Conduct online learning events based on COVID-19 new ways of working
- Coordination with the management team will be done through online meetings

Deliverables

The table below provides an outline of the key deliverables and related timelines.

Deliverable	Timeline
1. A gender audit report (covering 5 countries) detailing good examples of gender budgeting and lessons for improving the coordination of gender and climate change related concerns in planning, budgeting and finance	• From 18 December to 1 st March 2021
2. Country case study presenting opportunities for integrating climate change, gender and inclusion in policies, processes, and programs and implications of COVID-19 disruptions on country's approach to budget and finance	• By 12 March 2021
3. Keynote paper focusing on international and Africa practices of integrating and coordinating gender and climate change into budgeting and finance, including key results of the gender audit	• By 12 March 2021
4. Two day peer learning and exchange event	• April 2021
5. Gender analysis guide detailing entry points/recommendation of how gender equality and inclusion will be integrated in the design of IBFFCA programme across all components	• May 2021



6. Policy brief (10 pages) presenting lessons from the peer learning and exchange event	• June 2021
7. One day follow-on training/country review	• July 2021

Roles and responsibilities

The team of consultant(s) will consist of a lead consultant and country consultants who will assist with the deliverables. The IBFCCA programme is open to proposals from (i) individual consultants (ii) a team of consultants and (iii) consultancy firms. There is a preference for proposals covering the full terms of reference, however the programme is open to proposals from individual consultants interested in only part of the work and, in this case, will endeavour to form a team of independent consultants. An outline of the roles and responsibilities are given below.

The lead consultant will be responsible for,

- Providing the overall direction for the research to deliver related outputs (gender audit, keynote paper, country case study, gender analysis guide, policy brief) under the guidance of the coordinating committee
- Lead a small team of country consultants, ensuring that the work produced is at the highest standard
- Synthesis all relevant information and conduct research to produce related outputs
- Revise all outputs following feedback from the coordinating committee
- Assist in developing the program for the peer learning and exchange event and the country review/training, including the identification of participating countries, and the preparation of session material. The consultant will also be required to lead sessions at the events.
- Provide recommendations to the coordinating committee on how gender can be fully integrated across all components of the project

The country consultant(s) will be responsible for,

- Under the guidance of the lead consultant, conduct research to deliver related outputs
- Revise all outputs following feedback from lead consultant and the coordinating committee
- Assist in developing the program for the peer learning and exchange event and the country review/training, including the identification of participating countries, and the preparation of session material. The consultant will also be required to lead sessions at the events.
- Provide recommendations to the lead consultant on how gender can be fully integrated across all components of the project

Skills and requirements of the consultant(s)

- The consultant should have a minimum of 5 years' experience on gender sensitive policy, gender budgeting and/or gender related programs
- At least 5 years of experience working in/with government agencies



- A background in public financial management and knowledge of climate change financing would be desirable
- Proven research skills
- Excellent writing skills
- Strong presentation skills
- Ability to facilitate multi country dialogues
- Experience working in Africa
- Knowledge of French will be an advantage

Reporting requirements

All final products will be submitted by email as editable documents to shanaz.broermann@cabri-sbo.org and soonsyra.lowenicolas@cabri-sbo.org. The consultant is ultimately responsible for the timely and accurate submission of documents.

Duration of assignment

The contract will run from the 18th December 2020 till the 30 September 2021.

Payment Terms

The terms of the contract will follow CABRI's rules and procedures, available on request from the CABRI Secretariat. CABRI will cover the costs of translation of the documents as well as air tickets, and accommodation for the event, if/where required. The consultants shall submit original invoices and payments will be made following prior approval of services to be performed and submission of outputs in line with milestones agreed in the contract. Depending on the timeliness and quality of the deliverables, the CABRI Secretariat reserves the right to limit the scope of or terminate the assignment at any stage.

Recruitment

The terms of reference is open to applications from individual consultants as well as a team of consultants or consultancy firms.

Consultant(s) should indicate their interest by submitting a technical proposal detailing the role they are applying for, the methodology, their qualifications, relevant experience; the Curriculum Vitae; and a financial proposal with a clear breakdown between professional fees and expected expenses. Please indicate the daily rate and the number of days the consultant will be spending on the project.

The application must be submitted via email to Shanaz.Broermann@cabri-sbo.org no later than close of business on Friday 11 December 2020, 1700, GMT+2.