



TERMS OF REFERENCE

Mapping of civil society organizations committed to gender and climate issues in 14 African countries

- FACE Project -
Feminists for Climate and Environment Alternatives

Deadline for submission of offers : 01/06/2022

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Funded by :



Implemented by :



1. The CCFD – Terre solidaire

Association created in 1961, the CCFD - Terre Solidaire intervenes through 3 social missions: international partnership, advocacy and french citizen mobilization and awareness-raising and education for international solidarity.

Equality between women and men has been a priority issue for the CCFD-Terre Solidaire for over 20 years. In 2014, in the 2014-2020 Policy Report, the CCFD-Terre Solidaire made gender equality a transversal axis of its thematic fields of action, alongside ecological sustainability and environmental justice. In the new Policy Report (2021-2027), the organization « recognizes patriarchy as a structural cause of hunger ». The document defines it « as a system of social organization that recognizes the power of men in all areas (family, political, cultural, religious)" and "that produces domination relationships (...) of men over women, of human beings over each other and over nature, and that is a source of violence and injustice ».

2. The consortium

This project is implemented by a consortium composed of four organizations: [CCFD-Terre Solidaire](#), lead partner, [Adéquations](#), a French feminist association, and two pan-African organizations, the ecofeminist alliance [WoMin](#), based in South Africa, and [ACORD Rwanda](#). For field activities, the consortium members joined forces with two other partners: [ACORD Burundi](#) and the South African-based Trust for Community Outreach and Education/[Rural Women's Assembly](#) (TCOE/RWA), which also transfer funds to CSO and strengthen them. The consortium members and delegate partners form the Project Steering Committee.

3. The FACE project – Feminists for Climate and Gender Alternatives

In 2022, the consortium launched the implementation of the FACE project, co-funded by the French Development Agency (AFD) as part of the Fund to support Feminist Organizations (FSOF). This project is fully in line with the policy report of the CCFD-Terre Solidaire and the dynamics initiated in favor of a better consideration of gender in the organization.

The Project aims to support the dynamics of women's and/or feminist organizations by supporting their initiatives that address gender and climate issues so that they can take more ambitious trajectories and contribute to long-term change for themselves and for their territories. Many of them still lack experience and support in the articulation of these two issues.

The initiatives supported under this Project will concern both the fight against climate change and/or the mitigation of its effects and/or the adaptation to climate change; and the effects of patriarchy (e.g. women's empowerment to act for climate and sustainable management of natural resources as well as for human rights, the promotion of agroecology and women's know-how, etc.)

Driven by a desire to contribute to strengthening these civil society initiatives, and aware of the urgency to consider a gender approach and to support local and international feminist dynamics in an inclusive and intergenerational perspective, the Project combines the objective of ecological transition with that of transforming gender relations in order to fight more sustainably and effectively against the causes and effects of climate change.

Content of the Project

The overall objective of this project is to contribute to the emergence and development of local African civil society alternatives, allowing the promotion of women's rights in the face of the climate and environmental crisis that affects them.

The first specific objective of the Project is to support the capacities and activities of organizations committed in the fight for the respect of women's rights and gender equality, in the face of the causes and impacts of climate change, and finance alternatives for the ecological transition, the preservation of natural resources and biodiversity.

The second specific objective of the Project is to document actions, raise awareness and engage other stakeholders - especially public authorities - on women's rights and their actions for the climate and environmental preservation, at local, national, regional and international levels.

The Project is articulated around five components:

1. **Dynamic and evolving mapping of civil society organizations (CSOs)** engaged in a feminist approach and committed to climate and environmental issues, in the countries concerned,
2. **Capacity building of these CSOs,**
3. **Establishment of funding for CSOs** through an intermediary fund,
4. **Raising awareness and/or challenging wider circles of actors and/or decision-makers** on the cross-cutting issues of gender and climate change,
5. **Production of knowledge** - based on the initiatives of funded CSOs and the expertise of the consortium - on the cross-cutting issues of gender and climate / environment.

Implementation and steering

Relying on their members networks, the consortium and its partners will fund and support feminist and/or women's organizations **in 14 African countries**:

- **West Africa:** Côte d'Ivoire, Guinea, Sierra Leone
- **Great Lakes Africa:** Burundi, Democratic Republic of Congo (North Kivu), Rwanda
- **Southern Africa:** South Africa, Eswatini/Swaziland, Lesotho, Madagascar, Mozambique, Namibia, Zambia, Zimbabwe

The intervention logic is to propose a global accompaniment of the organizations engaged on the cross-cutting issues of gender and climate, focus on change, and according to the following financing modalities:

- The funding of a range of actions on a variety of fields;
- A training-action process on gender and climate issues that promotes ownership and sustainability;
- Advocacy actions targeting specific changes identified by women/organizations;
- Ongoing production of knowledge based on experiences.

The entire project promotes an approach inspired by "participatory feminist action research ". The consortium and its partners are careful to organize back and forth between the co-produced knowledge, based on field actions rooted in daily life, and activist knowledge resulting from the confrontation with power relationships.

OBJECTIVE, EXPECTATIONS ET PURPOSE OF THE MISSION

One of the first actions of the project is to conduct preliminary studies leading to a mapping of issues, ecofeminist CSOs or actors involved in the cross-cutting issues of gender and climate, in the 14 countries of intervention of the project.

The overall objective of the study is to complete the knowledge of the consortium and its partners on gender and climate issues in the areas of the project and on the realities, needs and potential of organizations and networks working on gender and climate issues.

The purpose of the mission will be to carry out:

- **An initial gender and climate diagnosis** on the different project's areas (or on a selection of countries among the 14), including:
 - A diagnosis of sub-regional and national public policies on gender and climate;
 - Identification of national and sub-regional gender and climate issues and dynamics (identification of existing stakeholders and initiatives);
 - Identification of existing expertise in the field;
- **The identification and a "quick scan"** (approaches and strategies, size, main activities, means and linkages with existing networks) **of CSOs** (organizations, networks, movements, etc.) that are taking up these two issues or that could potentially do so;
- The identification and implementation of **a digital solution** to organize / classify and make accessible the results of the study to the greatest number of people in the form of a map;
- **The restitution** (whose logistical aspects will be discussed later) of the methodological approach implemented and the results of the study, during an event on the anniversary of the launch of the Project (March 8, 2023);
- **An update and enrichment of the initial diagnosis** until the end of the project in connection with the consortium and its partners.

SPECIFIC EXPECTATIONS

This study aims on the one hand to meet the expectations of the consortium members and their partners:

- **Complete their knowledge** on the links between Gender and Climate and issues they meet in the different context (local, national, sub-regional),
- **Better understanding of differentiated impacts** of the climate change on different categories of population (women, men, young people, autochthone people, etc.), especially in the Great Lakes;
- **Identify existing local ecofeminist or gender and climate initiatives,**
- Complete their knowledge on **the realities, needs and potential of organizations/networks**, committed to climate and environment issues and/or with a feminist approach, in other project's areas,
- **Promote networking** among their members and with other CSOs and networks, create links with other local or sub-regional or international networks,

- **Strengthen their members network** at the national and/or sub-regional level and create links with other local, sub-regional or international networks
- **Identify new fields of action** based on the issues (overfishing, confiscation of water resources, commons, agroecology, etc.) and organizations identified¹,

This study must also respond more globally to the objectives of the project and the FSOF:

- **Produce knowledge** on ecofeminist/Gender and Climate issues and initiatives,
- **Make visible ecofeminist networks and initiatives** or G&C issues, particularly those of the consortium members and their partners,
- **Raise awareness** on ecofeminist/gender and climate issues.

METHODOLOGY

To conduct this study, the consortium and its partners wish to recruit **a consultant who will coordinate the study** by relying on the consortium members and their partners, and a network of local experts, to be identified in conjunction with these partners.

As part of this study, the consultant will need to ensure that:

- **The skills, practices, and knowledge of FACE project partners are valued:**

This is indeed a strong demand and expectation from the program partners. This approach is also in line with the CCFD-TS approach to partnership and partnership relations.

The consortium and its partners are already in contact with about 100 active feminist-oriented organizations or concerned with the issues of climate change and resource degradation. **WoMin** has 45 members and allies in 13 countries, many of which are themselves networks. **ACORD Rwanda** directly reaches 6 NGOs supporting many farmers' groups, informal local circles and is in contact with 5 other movements. **Acord Burundi** works on different issues and has specific experience on gender (strengthening public authorities, civil society and advocacy). **Rural Women's Assembly** is a self-organized network of movements, alliances and local organizations from 8 Southern African countries. Finally, **Adéquations** is already in contact with various feminist networks and mobilizations for climate and biodiversity around the world.

The consultant can therefore rely on these networks to identify local experts, organizations and networks actively working on cross-cutting gender and climate issues and the local issues to be addressed, and analyze local public policies.

- **A common analysis grid of Gender and Climate contexts, issues, CSOs and dynamics is developed** in order to provide a monitoring baseline to partners, facilitate reporting of relevant data for the study as it progresses and allow for cross-analysis,
- **A feminist methodology is used:** participatory, inclusive, intersectional approach valuing situated knowledge.

¹ The fields of action pre-identified by the Consortium and AFD are the following: access and control of productive resources, land tenure in particular, sustainable agriculture, protection and sustainable management of natural and ecosystemic resources, prevention and information on climate risks. The study should make it possible to identify problems and new fields of action, but which remain within the perimeter and the initial objectives and themes of the program.

The consultant selected for this study **will work in close collaboration with the program coordination and the consortium.**

INDICATIVE SCHEDULE AND DELIVERABLES

Phases	Content	Deliverables
Call for bids From 06/12/22 to 06/01/23		Technical and financial offer
Offers evaluation From 09 to 18/01		Evaluation
Start-up phase January 23	<ul style="list-style-type: none"> - Scoping meeting - Methodology and tools - Detailed working plan, included the activities with and from the partners - Identification of resource persons in each country 	Methodological note, including analysis grid
Preliminary phase Jan.-Feb. 23	<ul style="list-style-type: none"> - Documentary review - Preliminary interviews 	Summary note
Primary data collection March-May 23	<ul style="list-style-type: none"> - Identification of SCO on the field, - Meeting of the concerned actors 	Preliminary report
Analysis and reporting May-June 23	<ul style="list-style-type: none"> - Data analysis, - Consideration of feedback 	<ul style="list-style-type: none"> • Final Report • Simple mapping tool proposal
Restitution End of June 2023	<ul style="list-style-type: none"> - Presentation of the methodology and study results to the consortium, civil society and public authorities 	Power point presentation

Deliverables must be submitted **in French and English.**

TERMS AND CONDITIONS OF THE MISSION

Human resources

The consortium and its partners wish to entrust this mission to a team of consultants **with complementary profiles and capable of mobilizing Gender and/or Climate partners/experts and resources (in all their diversity) in the regions/countries of the project.**

The consultant must have:

- knowledge, skills and experiences in gender and climate issues and contexts at the international level, particularly in Africa;
- expertise and experience in gender and climate policy and institutional framework analysis;

- knowledge and experience in the field of civil society organizations, especially women's and feminist organizations, including in rural areas;
- skills and experience in territorial and organizational diagnosis;
- knowledge, skills and experiences in feminist methodological approaches, including to collect information;
- abilities to facilitate debates, working group, etc. based on the participants knowledge,
- the ability to implement and feed digital interfaces (web map type, dashboard) or videos, or any other means to make the results of the study more accessible;
- analytical and synthesis skills,
- good mastery of French and English (written and oral)

Applications from African countries, especially from the countries concerned by the program, and especially women, are strongly encouraged.

Financial means:

The budget available to carry out this study is 90,000 € TTC, **covering all costs related to the mission**, including the mobilization of local expertise, international and local transport, per diem, etc., and the update to 2026.

Content of the offers:

The consultant shall send **in French and English** by **January 6, 2023**:

1. A synthetic methodological scoping note based on these ToR and according to the outline proposed in Appendix 1. This may of course be subject to modifications / adaptations argued,
2. A timetable of the entire mission,
3. CVs detailing experiences in relation to the above criteria,
4. The detailed budget for the service,
5. A copy of the legal registration document (company, self-employed, other) that allows the team leader to issue acceptable invoices,
6. The declaration of integrity duly signed (Appendix 2).

The technical proposal should not exceed 8 pages.

Terms of evaluation of the offers:

The Project Steering Committee that will evaluate the offers will select the one that presents the best value for money, using a weighting of the different criteria on the following basis:

Criteria	Points
Technical offer:	80
• Methodology	40
➤ Understanding of the ToR and the order	10
➤ Methodological approach	20
➤ Mission organization and schedule	10
• Skills	40
➤ Experience, knowledge and skills in terms of territorial and organizational diagnosis	10

➤ Gender and climat network in Africa/worldwide	20
➤ Experience, knowledge, skills in gender and climate issues	10
Financial offer:	20
Total	100

Applications will be **reviewed between January 9 and 18, 2023**, and may include email exchanges on clarification questions. Final responses will be **provided by January 21, 2023**. The selected team will sign a service agreement.

Contractual Terms:

A single contract will be signed with the consultant.

The payments will be made in 4 separate installments:

- 60% after signing the agreement,
- 30% after validation of the final report,
- 5% at the time of the 2024 update,
- 5% at the time of the 2025 update.

The service will have to be carried out **from January 2023 and be completed at the latest on June 30, 2023**. The update of the study will have to be done until the end of the project in March 2026

Applications must be sent by 06/01/2023 at the latest in electronic form (email) to Aurélie Cerisot, FACE Project Coordinator: a.cerisot@ccfd-terresolidaire.org

Appendix 1: Proposal Format

The response to the Terms of Reference should be organized around the following 3 sections:

1. Understanding of the Terms of Reference

This section will describe - among other things – the consultant's understanding of:

- the Terms of Reference presented
- the context of the project; and
- the project itself.

2. Work Methodology and Expected Results

This section will describe, among other things:

- the proposed methodology for achieving the study objectives in a documented, well-argued manner;
- an indicative timeline;
- the expected results;
- the limitations of the study;
- Any other information that will allow for a clear understanding of the methodology used.

3. Team Composition

This section will describe, among other things:

- the strengths and added value of the proposed team

4. Appendix

- the CV of the expert
- the quotation of the service (according to the model)
- The declaration of integrity duly signed

Appendix 2: Declaration of Integrity, Eligibility and Environmental and Social Commitment

Title of calls for tenders: _____ (the « Market »)

To: _____ (the « Developer »)

1. We recognize and accept that the French Development Agency (the "AFD") only finances the projects of the Project Manager on its own terms and conditions, which are determined by the Financing Agreement which binds it to the Project Manager. Consequently, there can be no legal link between AFD and our company, our group and our subcontractors. The project manager retains sole responsibility for the preparation and implementation of the procurement process and for its subsequent execution. Depending on whether the contract is for works, supplies, equipment, intellectual services (consultants) or other services, the Client may also be referred to as the Customer or Buyer.
2. We certify that we are not, and that none of the members of our group and of our subcontractors are, in any of the following cases:
 - 2.1) be in good condition or have been the subject of proceedings for bankruptcy, liquidation, judicial settlement, safeguard, cessation of activity or be in any similar situation resulting from proceedings of the same nature;
 - 2.2) have been
 - a) convicted within the last five years by a judgment that has the force of res judicata in the country of execution of the Contract for fraud, bribery, or any crime committed in connection with the award or execution of a contract (in the event of such a conviction, we have the option of attaching to this Integrity Statement additional information that would make it possible to consider that the conviction is not relevant to the Contract);
 - b) subject to an administrative sanction imposed within the last five years by the European Union or by the competent authorities of the country in which we are established, for fraud, corruption or any other offence committed in connection with the award or execution of a contract (in the event of such a sanction, we may attach to this Integrity Statement any additional information that would make it possible to consider that this sanction is not relevant to the Contract);
 - c) convicted within the last five years by a judgment having the force of res judicata, for fraud, corruption or any offence committed in the context of the award or execution of a contract financed by AFD;
 - 2.3) appear on the Financial Sanctions Lists adopted by the United Nations, the European Union and/or France, in particular in the fight against the financing of terrorism and against attacks on international peace and security;
 - 2.4) have been terminated to our sole detriment within the last five years for serious or persistent failure to comply with our contractual obligations in the performance of a prior contract, provided that such penalty has not been challenged by us in the course of or resulted in a court decision reversing the termination to our sole detriment;
 - 2.5) have not fulfilled our obligations relating to the payment of social security contributions or our obligations relating to the payment of our taxes according to the legal provisions of the country where we are established or those of the country of the Master of Works;
 - 2.6) be subject to a debarment decision by the World Bank and as such be on the list published at <http://www.worldbank.org/debarr> (in the event of such a debarment decision, we may attach to this Integrity Statement additional information that would make it possible to consider that the debarment decision is not relevant to the Contract);

- 2.7 filing false documents or making false statement(s) in providing information required by the Employer in this procurement and award process.
3. We certify that we are not, and that none of the members of our group and of our subcontractors are, in any of the following conflict of interest situations:
- 3.1) shareholder controlling the Project Manager or subsidiary controlled by the Project Manager, unless the resulting conflict has been brought to AFD's attention and resolved to its satisfaction.
 - 3.2) have business or family relations with a member of the services of the Project Manager involved in the selection process or the resulting market control, unless the resulting conflict has been brought to AFD's attention and resolved to its satisfaction;
 - 3.3) control or be controlled by another bidder, be under the control of the same company as another bidder, receive grants directly or indirectly from another bidder or award grants to another bidder, have the same legal representative as another bidder, maintain direct or indirect contacts with another tenderer enabling us to have and give access to the information contained in our respective offers, to influence them, or to influence the decisions of the Project Manager;
 - 3.4) be engaged in a consultancy services mission which, by its nature, may prove incompatible with our missions on behalf of the Project Manager;
 - 3.5) in the case of a procedure for the award of a contract for works, supplies or equipment :
 - a) have prepared ourselves or been associated with a consultant who has prepared specifications, plans, calculations and other documents used in the competitive bidding process in question;
 - b) be ourselves, or one of the firms to which we are affiliated, recruited, or to be recruited, by the Project Manager to carry out the supervision or control of the works within the framework of the Contract.
4. If we are a public establishment or a public undertaking, we certify that we enjoy legal and financial autonomy and that we are managed according to the rules of commercial law.
5. We undertake to communicate without delay to the Project Manager, who will inform AFD of any change in situation with regard to points 2 to 4 above.
6. In connection with the award and execution of the Contract:
- 6.1) We have not and will not engage in any unfair practice (act or omission) intended to deliberately deceive others, intentionally conceal elements from them, to surprise or vitiate their consent or to circumvent legal or regulatory obligations and/or violate their internal rules in order to obtain an illegitimate benefit.
 - 6.2) We have not and will not engage in any unfair practice (act or omission) contrary to our legal or regulatory obligations and/or internal rules in order to obtain an illegitimate benefit.
 - 6.3) We have not promised, offered or granted, and we will not promise, offer or grant, directly or indirectly, to (i) any person with a legislative mandate, executive, administrative or judicial staff in the State of the Project Manager, whether or not they have been appointed or elected, whether or not they are remunerated or not and regardless of their level of authority, (ii) any other person who carries out a public service, including for a public body or public undertaking, or who provides a public service, or (iii) any other person defined as a public agent in the State of the Project Manager, an undue advantage of any kind, for himself or another person or entity, so that he may perform or refrain from performing an act in the performance of his official duties.

6.4) We have not promised, offered or granted, and we will not promise, offer or grant, directly or indirectly, to any person who heads or works for a private sector entity, in any capacity whatsoever, an undue benefit of any kind, for itself or for another person or entity, in order for it to perform or refrain from performing an act in violation of its legal, contractual or professional obligations.

6.5) We have not committed and will not commit any act likely to influence the procurement process to the detriment of the Project Manager and, in particular, no anti-competitive practice having the object or effect of preventing, to restrict or distort competition, in particular by tending to restrict access to the Market or the free exercise of competition by other undertakings.

6.6) We, or one of the members of our group, or one of the subcontractors, are not going to acquire or supply equipment and are not going to intervene in areas under the United Nations, the European Union or France Embargo.

6.7) We are committed to respecting and enforcing by all of our sub-the environmental and social standards recognized by the international community, including the fundamental conventions of the International Labour Organization (ILO) and international conventions for the protection of the environment, in accordance with the laws and regulations applicable to the country of performance of the Contract. In addition, we also commit to implementing the environmental and social risk mitigation measures as defined in the Environmental and Social Management Plan or, where applicable, in the environmental and social impact notice provided by the Project Manager.

7. We, the members of our group and our sub-Contractors authorise AFD to examine the documents and accounting documents relating to the award and execution of the Contract and to submit them for verification to auditors designated by AFD.

Name : _____ As a: _____

Duly authorized to sign the offer for and on behalf of² : _____

Signature: _____

Dated: _____

² In case of grouping, enter the name of the grouping. The person signing the bid/proposal/application on behalf of the bidder/consultant/applicant shall attach to the bid/proposal/application the authority granted by the bidder/consultant/applicant