

Terms of Reference:

Conceptualization, Coordination and Monitoring of the Support Program: „Reducing inequalities through intersectional practice“

Background

The negative consequences of inequality lead to social grievances, which can be observed around the world. These grievances impede a dignified life, threaten social cohesion and put peace at risk. The team inequality at the Robert Bosch Stiftung (RBS) has set itself the task to contribute to the equality of opportunity and access for all. We understand that global inequality can only be effectively reduced by taking a holistic and systemic approach. Therefore, we decided to focus our future thinking and actions on intersectionality.

The Robert Bosch Stiftung is one of the major foundations in Europe that is associated with a private company. Through our work, we have followed the legacy of Robert Bosch for over 50 years, continuing his commitment to social and societal causes in a contemporary form. For more information, visit our website at www.bosch-stiftung.de/en.

Purpose and Objective of the Support Program

With the support program „Reducing Inequalities through intersectional practice“, the team inequality at RBS aims at

- a) Supporting and connecting actors who (plan to) address inequality with an intersectional approach
- b) Uncovering and promoting good practice with regard to intersectional work
- c) Learning from practitioners for future programmatic work

In order to fulfill the objectives above, RBS is looking for a consultant who will be responsible for the conceptualization, coordination and monitoring of the Support Program – always in close liaison with the Foundation staff.



Methodology

The methodology will be finalized by the consultant when selected.

However, the methodology should include the following steps:

Phase 1 (Conceptualization – Selection of Projects/ Partners)

- Conceptualization of the Support Program (context-related and structurally) in close liaison with the Foundation
- Co-Creation Workshop with the inequalities team at RBS, including the development of learning questions
- Mapping of potential Project Partners (Grantees), based on a clear set of selection criteria
- Call for Applications (English and German)
- Composition of a jury for the selection process
- Selection of Supported Projects/ Partners based on a clear set of selection criteria

Phase 2 (Implementation - Evaluation)

- Steering of the projects, monitoring and follow-up
- Research regarding the learning questions for the duration of the project
- Reflection and learning workshop to review results with cooperation partners and a wider group of stakeholders (potentially inviting donors who could continue the support)
- Networking with potential donors, 'marketing of the program' with interested stakeholders
- Regular discussions (virtually) with RBS of the development of the project

Deliverables

Phase 1 (Conceptualization – Selection of Projects/ Partners)

- (1) Draft proposal of program development, implementation timeline and methodology
- (2) List of selection criteria and, based on this list, mapping of project partners
- (3) Distribution list of potential Project Partners (based on clear set of selection criteria)
- (4) Full project proposal (in writing and financial), including learning questions derived from co-creation workshop, methodology, timeline and governance structure
- (5) Call for Applications (English and German)

Phase 2 (Implementation – Evaluation)

- (6) Contracts with members of the jury
- (7) Support contracts with Project Partners, following (legal) requirements of RBS
- (8) Administrative steering of the program, including processing of invoices
- (9) Project review report at the end of the project derived from monitoring, research and reflection/learning workshop
- (10) Impact evaluation report derived from continuous monitoring

Timeframe and Scope

The consultant is required to carry out the work starting as soon as possible. Deliverables 1-5 should be completed by the end of June 2020 at the latest. The total duration of the program is 20 months. We estimate phase 1 (Conceptualization – Selection of Projects/ Partners) to take approximately 15 working days, the accomplishment of phase 2 (Implementation – Evaluation) approx. 6 days/month (20 x 6 days = 120 days) and the conclusion of the project, including a potential handover to other donors, approx. 10 days.

Consultant's Qualifications and Expression of Interest

The consultant possesses the following minimum qualification and skills:

- In-depth knowledge of topic (inequality of opportunities/ intersectionality) and familiarity with relevant actors and stakeholders
- Demonstrated knowledge and at least 5 years' experience in conceptualizing, coordinating and implementing comparable programs
- Excellent analytical and writing skills (demonstrable through work samples, i.e. project reports)
- Excellent command of English, both orally and in writing (additional German skills desirable)
- Good network of resources and contacts

Consultants that meet the qualifications, skills and requirements mentioned above are asked to submit an expression of interest (Eol), including the following documents by 26th February 2020:

- A brief outline of the proposed methodology with a timetable and the estimated number of days required to carry out the tasks
- Financial offer
- CV showing relevant experience and expertise and including current contact information
- Written sample of previous work

Please note: Eol's can be submitted for the accomplishment of either of the two phases (Phase 1: Conceptualization – Selection of Projects/ Partners or Phase 2: Implementation – Evaluation) or both.

Please send your Eol or any questions you might have to Marika Bernhard (marika.bernhard@bosch-stiftung.de) and Karin Karlsson (karin.karlsson@bosch-stiftung.de).