

## TERMS OF REFERENCE

# Consultancy on Humanitarian Funding Allocations for Older People

### About HelpAge

HelpAge International works with partners and a diverse global network of more than 170 organisations over 90 countries, supporting millions of older people to live safe, dignified, and healthy lives. Through our partnership and collaborations, we work to ensure the inclusion of older people across society and strive to deliver a just and fair world for everyone, whatever their age.

### Background

The inclusion of older people in all their diversity in humanitarian responses is crucial to ensure their rights are upheld and their needs are met. Despite this, the funding allocated specifically to provide protection and assistance to older people is often insufficient. Furthermore, within the older age demographic, there may be differences in funding allocations based on factors such as gender, disability status or geographic location. Ten years ago, HelpAge published [\*End the neglect: a study of humanitarian financing for older people\*](#), the last is a series of studies that used humanitarian funding as a proxy indicator to quantify the degree to which consideration of the rights and needs of older people were reflected in humanitarian programming. The analysis in 2010 and 2011 found that fewer than 1 per cent of projects reviewed included activities targeting older people, a figure that rose only marginally to 2.1 per cent in 2012 and dropped again to 1 per cent by 2014. A decade on, the current study will provide an opportunity to analyse the current state of humanitarian funding allocations for older people.

### Objective

The objective of this study is to:

- conduct a comprehensive analysis of humanitarian funding allocations for older people, including targeted allocations to meet the specific needs of older people and allocations that mainstream inclusion and include older people amount the target population;
- assess the gap between funding and identified needs of older people;
- determine whether certain sub-groups of older people and older people in certain contexts are more likely to be prioritised in funding allocations;
- compare the allocations for older people with how the needs of other at risk population groups are met;
- highlight the consequences of underfunding for older people;
- and provide recommendations for enhancing funding equity (targeting the furthest behind first) and effectiveness.

## **Purpose and target audience**

The primary purpose of this research is to produce a report that can support our advocacy and communications on older people as an overlooked and neglected population group in humanitarian crises around the world.

The report will be targeted at the humanitarian community, particularly donors, UN, I/NGOs, civil society and government stakeholders. It will need to be authoritative but use simple, non-technical language accessible to a wide range of technical and non-technical audiences. All sources used should be documented.

## **Scope of Work**

It is anticipated that the research would include the following elements:

### **Literature Review and Data Collection**

- A review of existing literature, reports, and data on humanitarian funding allocations for older people and other at-risk groups (e.g. children, women and girls, people with disabilities). This should include a wide range of literature, including HelpAge documents.
- Data from primary sources gathered including from UN OCHA's Financial Tracking Service (FTS), other relevant humanitarian funding databases, and Humanitarian Programme Cycle documents. This includes projects that specifically target older people, and projects that include activities that mention older people alongside other at-risk groups. The proposed methodology is to use key word analysis of the raw data to determine the funding allocation for older people - alternative or adjusted methodologies are welcomed.
- A review of existing literature, reports, and data to identify and document the specific consequences of underfunding for older people in humanitarian contexts, with examples from recent humanitarian crises to illustrate the effects of inadequate funding. This should include a wide range of literature, including HelpAge documents.

### **Data Analysis**

- Identify trends, gaps, and challenges in funding allocations.
  - Determine the percentage of humanitarian funding allocated to older people and compare to other groups.
  - Identify the needs of older people in humanitarian contexts (through analysis of Humanitarian Programme Cycle documents) and compare these needs with the funding allocated.
  - Investigate if certain sub-groups of older people (e.g., women, people with disabilities, LGBTQI+ people, those in specific geographic locations) receive more or less funding.

### **Stakeholder Consultations**

- Conduct interviews or surveys with key stakeholders, including donors, national and international humanitarian organisations, gathering information on perspectives, challenges, and best practices in funding allocations for older people.
- Ensure the participation of older people themselves in the consultation process to capture their perspectives and experiences on the consequences underfunding. Work with HelpAge International, and through its country

offices and partners, to organise focus groups discussions with older people in all their diversity in different humanitarian contexts (one set per HelpAge region – Asia; Africa; Latin America & Caribbean; Eurasia and Middle East), including through older persons associations where relevant. The discussions should focus on older people's reflections on the impact of receiving adequate assistance and the consequences of underfunding.

### **Report Writing:**

- Prepare a comprehensive report detailing the findings of the research, including data analysis, case studies, and stakeholder insights.
- Propose specific and actionable recommendations for improving the allocation of humanitarian funding to better meet the needs of older people and work with HelpAge to finalise recommendations in that align with HelpAge's organisational objectives.
- Ensure the report highlights the rights of older people and incorporates recommendations that promote their dignity and agency.

*\*Interested consultants are very welcome to propose alternative or adjusted methodologies that meet the objectives and scope of the study.*

### **Deliverables**

- **Inception Report:** Outline of the research methodology, work plan, and timeline.
- **Data Collection Report:** Summary of the data gathered and initial findings.
- **Draft Report:** Detailed analysis and preliminary recommendations.
- **Final Report:** Comprehensive report of approximately 4-6000 words, including an executive summary. The report should incorporate all feedback, with clear findings and recommendations/call to action.
- **Presentation:** PowerPoint presentation summarising the key findings and recommendations for stakeholders.

### **Timeline**

The consultancy will be conducted over a period of approximately three months, starting from the date of contract signing. A tentative suggested timeline is as follows:

**Week 1:** Inception report.

**Week 2-4:** Data collection and data analysis - preparation of initial findings.

**Weeks 5-7:** Stakeholder consultations.

**Week 8-9:** Preparation of the draft report.

**Week 10-11:** Review and feedback on the draft report.

**Week 12-13:** Final report and presentation prepared and submitted.

### **Qualifications**

- Primary degree(s) or equivalent professional experience in relevant field(s);
- Demonstrable experience in conducting desk research, qualitative research and/or producing similar studies. This should include experience of identifying relevant literature to inform the research;

- Experience searching, extracting and analysing data from the OCHA Financial Tracking Service.
- Strong analytical skills and experience with data analysis software.
- Excellent writing and communication skills.
- Knowledge of the humanitarian sector.

Desirable:

- Knowledge of issues related to older people in humanitarian settings.
- Experience of using research in advocacy and campaigns.
- Experience of commissioning focus group discussions.

## **Safeguarding**

HelpAge International is committed to safeguarding the communities with which we work, our partners, staff and any others who we come into contact with. Therefore you will also be responsible for:

- Preventing harm and abuse from our people, operations and programmes, to anyone that encounters our work;
- Reporting all safeguarding incidents you see, hear, hear about or suspect, using our internal reporting mechanism;
- Complying with all safeguarding framework policies and practices
- Completing mandatory training courses relating to our safeguarding policy framework and complying with HR vetting procedures.

## **Diversity & Inclusion**

HelpAge International is dedicated to creating a diverse and inclusive environment for all its employees/consultants while extending the culture of inclusion into our work.

We believe that our workforce should reflect the wide diversity of the communities we serve, and that diverse voices should be elevated and intentionally integrated into our work. We embrace difference and diversity of identity, experience, and thought, and actively strive for inclusive behaviors across our work regardless of gender, race, disability, age, nationality, ethnic/national origin, sexual orientation, religious beliefs, marital status, pregnancy, social status, and political beliefs.

## **Application Process**

Interested consultants are invited to submit an Expression of Interest (EOI) for delivery of the assignment and 1-2 examples of previous work to HelpAge HR **Jobs@helpage.org** with the email subject: Consultancy – Humanitarian Funding for Older People.

The short EOI should include:

- Cover letter outlining their suitability for the assignment.
- CV highlighting relevant experience.
- A brief proposal detailing the approach, methodology and proposed budget for the research.

Applications should be submitted by **Wednesday, 7 August 2024**. EOI will be reviewed on a rolling basis therefore early expression is encouraged.