



TERMS OF REFERENCE

Consultancy to review possible models for a new partner onward-granting mechanism

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

HelpAge is committed to delivering all our work through our local partners. We are rolling out partner-led programming (PLP), as a strategic approach. We are seeking to scale existing PLP approaches, whilst also improving the way we partner with others. We recognise that, as an INGO, we need to #ShiftThePower in deliberate and meaningful ways.

One part of this is looking at equitable ways to funding our partners and we are developing a new on-granting mechanism to offer grants to fund the work they are carrying out to protect the rights of older people.

HelpAge is seeking a consultant to conduct a desk review of different models for onward-granting to local partners. This is an exciting opportunity to contribute to HelpAge's business development initiatives and contribute to the development of a core element of HelpAge's shift to partner-led programming.

Objective

The objective of the report is to review possible models for an on-granting mechanism and suggest options for HelpAge to consider.

Purpose and target audience

The purpose of the report is to provide HelpAge staff with an overview of the different options for designing a new on-granting mechanism, as part of a new programme. This will be used to inform the approach and design of a new

mechanism as part of a PLP-funding programme to support the development of civil society.

Scope of Work

Undertake a desk review of current models used to on-grant funds to local partners. Explore and consider a range of approaches for traditional project funding grant-making, core funding provision and participatory design approaches.

It is expected that where appropriate, interviews will be conducted with other partners or organisations with experience of developing and managing on-granting mechanisms.

Deliverables

- **Report:** A 6-8 page report reviewing the different models for on-granting mechanisms with suggested options for HelpAge to take forward and recommendations.
- **Presentation:** Present to selected HelpAge staff on the options and recommended approach and facilitate a discussion of points to consider shared in the report.

Timeline

To be completed by 10 September 2024.

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;
- Excellent writing and communication skills.
- Knowledge of the development sector.

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 behaviours 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 references, testimonials, or examples of previous work to HelpAge HR **Jobs@helpage.org** with the email subject: Consultancy – Desk Review - onward-granting mechanism.

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 **Friday, 16 August 2024**.