



**The Government of the Federal Republic of Somalia**  
**Office of the Prime Minister**  
*Aid Coordination Unit*

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## **Terms of Reference - Support to operationalization of Aid Architecture**

<b>Title of assignment:</b>	Operationalization of the Somali Aid Architecture
<b>Duration of the assignment:</b>	4 months
<b>Expected start date:</b>	15 August
<b>Expected end date:</b>	15 December
<b>Expected places of travel:</b>	Mogadishu, Federal Member States
<b>Context</b>	
<p>The Government of Somalia has recently refined the national aid architecture in a way that aligns to the National Development Plan 2020-2024 and the four government roadmaps (Inclusive Politics, Security &amp; Justice, Economic Development, and Social Development) after a process of wide consultations which involved the Federal Government of Somalia, Federal Member States, non-State stakeholders and development partners, including UN agencies.</p> <p>The adjusted aid architecture preserves positive aspects of the previous aid architecture, building on existing structures and implementing incremental rather than disruptive changes, which reflect the need to reinforce Somali leadership and ownership. Positive aspects of existing arrangements that are being maintained are inclusivity, the joint management by Government and development partners of aid resources through the 3 SDRF (Somali Development &amp; Reconstruction Facility) trust funds, and the technical collaboration achieved by some existing Pillar Working Groups (PWGs) and the Comprehensive Approach to Security (CAS) Strand working groups. It streamlines existing structures and will be less costly than previous arrangements reducing complexity of the overall structure and burden. In addition, it reinforces the Mutual Accountability Framework as a key tool to oversee and guide Somalia's aid architecture.</p> <p>It is expected that the refined aid architecture strengthens Federal Member States' (FMS) engagement. While the inclusiveness of the existing architecture is valued by most stakeholders, continued efforts need to be made to ensure that FMS participation and engagement is optimized in any future arrangement.</p> <p>The refined aid architecture keeps a similar high-level structure as the previous one, maintaining the Somali Partnership Forum, the SDRF Steering Committee and CAS Executive Group (now being renamed as Security &amp; Justice &amp; Committee - SJC) and creating a Development-Security Oversight Committee (DSOC) and a Gender, Human Rights and Inclusion working group. The numerous SDRF working groups of the previous architecture are being replaced with three Sector Working Groups (SWGs) that correspond to the inclusive politics, economic development and social development Roadmaps and NDP 9 Pillars, while the 6 CAS Strand Working Groups, which are renamed SJC Working Groups, remain unchanged and align with the Security and Rule of Law Roadmap and NDP 9 Pillar. SDRF Working Groups are permitted to form sub-working groups. These will report to their respective Working Groups. A new Integrated Coordination Team is being established to give overall</p>	

leadership to the architecture including carrying out secretariat functions of the refined aid architecture. The architecture will also ensure mainstreaming of NDP 9 transversal themes (durable solutions, resilience, governance, climate change and environment) in its work and decision-making process.

Now that aid architecture has been endorsed, the need is now to operationalize it. For that, the Federal Government of Somalia requires the services of a national consultancy firm to further develop those aspects of the architecture that support its operationalization (including development of materials such as Standard Operating Procedures, guidance packages or adjustment of existing documents) and to provide sensitization and training of the different stakeholders involved in the refined arrangements.

Given the current impediment to organize face-to-face meetings, events and workshops, the current ToRs foresee the carrying out of trainings, awareness sessions and follow up of implementation of SOPs and guidance packages through virtual means. In the case that current restrictions to mobility and to human gatherings are lifted during the duration of the consultancy, the ToRs may be amended to allow for face-to-face training or facilitation of activities in Somalia.

#### **Objectives of the assignment**

Within this context, dedicated support is required for the provision of guidance to the implantation of the aid architecture as well as for the sensitization and training of stakeholders engaged in the operationalization of the aid architecture, particularly on those aspects that have been identified as critical to move towards a more focused aid which responds to national development and reconstruction priorities, strengthens national capacity and evidence-based decision making, and contributes to improved impact on the ground and better humanitarian-development-security coherence.

#### **Scope of work (Indicate if this is Time-Based Contract or Output Based)**

The assignment is output based. The selected firm will:

- a) **develop and/or update a set of documents** (Terms of Reference, Standard Operating Procedures and/or guidance notes, leaflets, implementation plans and assessment checklists of key processes related to operationalization of the aid architecture -i.e. monitoring of the Mutual Accountability Framework) **that will guide the work of the different constituent bodies and institutions engaged in the aid architecture and serve to sensitize public and stakeholders;** this will be done in consultation with involved actors;
- b) **raise awareness and train the different constituent groups of the aid architecture, with a special focus on the Integrated Coordination Group, Federal Member States and core groups of the aid architecture.** An ACU/OPM/MOPIED team which will be trained to continue providing training in the future to national stakeholders, particularly at FMS level;

The training will build awareness of and competence in the new aid architecture across government, at both federal and FMS levels, and among development partners. Training will focus on the implementation of proposed Standard Operating Procedures, guidelines and the adjusted SDRF Operations Manual, and will be targeted to the needs of each group. Given current limitation of travel to Somalia and to holding face-to-face meetings and gatherings, this activity will be done through virtual communication with members of different groups and institutions. More detailed training will be given to ACU staff and members -who will later train FMS stakeholders - and members of the Integrated Coordination Team (ICT) - who will be responsible of coordinating the overall functioning of the aid architecture.

The capacity assessment of the Integrated Coordination Team will identify gaps and propose a targeted training/capacity building plan. The primary target of the training will be ICT members and their respective managers, although it may be of interest also to committee and working group co-chairs and FMS representatives.

- c) **in collaboration with the Integrated Coordination Team, organize and facilitate a launch event in the form of an aid effectiveness workshop aimed at operationalizing the refined aid architecture.** The workshop will allow key members of the different structures of the refined aid architecture to complete arrangements for implementation of the aid coordination framework in a harmonized manner. Given the current impediment to travel to Somalia and organize big human gatherings, the organization of a virtual event/workshop is proposed. Would circumstances related to the Covid-19 crisis change in the coming weeks/months, the event would be organized as a physical workshop in Mogadishu.

**Final product/Deliverables (For Output Based Contracts, clearly indicate milestones and percentage of total lump sum that will be paid for completion of each milestone)**

- 1. Terms of Reference for each constituent committee and working group of the architecture, developed in consultation with their membership. This also includes the Terms of Reference for the component functions of the Integrated Coordination Team (ICT), developed in consultation with the FGS (September-October).** Of particular importance will be the clear delineation of roles and responsibilities within the ICT and the interaction of these with other functions of government. Sector and Sub-Sector Working Groups will develop their own ToRs, with orientation of ICT to ensure coherence.
- 2. Standard Operation Procedures (SOPs) and guidelines of the following processes identified as critical for the refined Somali Aid Architecture (August-September)**
  - a. The functioning of the Integrated Coordination Team, including the elaboration of areas of responsibility and divisions of labour between its constituent members.
  - b. Operationalization of SDRF Pillar Working Groups, including the preparation and management of scheduled meetings, agenda development in support of strategic objectives of the aid architecture, communication and information management, stakeholder inclusion and the convening of Sub-Working Groups.
  - c. Strengthening the participation of Federal Member States in the aid architecture.
  - d. The preparation of SDRF Steering Committee meetings.
  - e. The preparation of Somali Partnership Forums.
  - f. The management of thematic or cross-cutting issues in a way that ensures they inform the work of the aid architecture.
  - g. The coordination within the aid architecture of the humanitarian-development and security-development nexuses.
- 3. Refined SDRF Operations Manual, adjusted to the content of the new aid architecture (August-September)**
- 4. Leaflet for awareness raising and advocacy on the refined aid architecture, for electronic and hard copy distribution to stakeholders and in stakeholder forums, that explains the content and function of the new aid architecture (August-September)**
- 5. Capacity development plan for the Integrated Coordination Team (August-September)**
- 6. Proposed monitoring plan of the Mutual Accountability Framework and of assessment of the engagement process carried out (August-October)**
- 7. Reports of sensitization and training to key actors (with a special focus on the Integrated Coordination Team and the Federal Member States) in the implementation of proposed Standard Operating Procedures, guidelines and the adjusted SDRF Operations Manual, and related materials (September-November)**
- 8. Report of aid effectiveness workshop aimed at operationalizing the refined aid architecture (November)**

Payment for fees will be paid in three instalments: 30% of fees following approval of deliverables 1, 2 and 3; 50% following approval of deliverables 4, 5 and 6, and 20% after approval of deliverable 7.

## 9. Requirements

The contractor must:

- be a legal entity registered in Somalia
- be a reputable company with prior rich experience in the field of development effectiveness, aid coordination, public sector development, state building and/or capacity development
- have proven and solid knowledge and experience in providing similar service to international organizations
- be able to provide user training and all documents in both Somali & English
- have a solid knowledge on aid effectiveness and Partnership Principles
- have proved experience in promoting inter-institutional coordination and multi-partner dialogue, mutual accountability and effectiveness in programme implementation
- possess sound understanding of national development planning frameworks and priorities, as well as of FGS and FMS coordination and development challenges and constraints
- have proved experience in promoting training and institutional capacity development
- have proved understanding on the Somali political and institutional context
- provide a proposal including an implementation plan and a quotation for the different proposed deliverables

## Application Details

To apply, send your proposal and cover letter to [acu@opm.gov.so](mailto:acu@opm.gov.so) indicating the correct name for the consultancy you are applying by **12<sup>th</sup> September 2020**.