

TERMS OF REFERENCE FOR CONSULTANCY TO CONDUCT MID-TERM REVIEW OF GMP'S DFAT ACCREDITATION STATUS

Background

Global Mission Partners (GMP) conducts international development projects through its Churches of Christ Overseas Aid (COCOA) programme. GMP was first accredited at the base level with the Department of Foreign Affairs and Trade (DFAT) under their Australian NGO Cooperation Programme (ANCP) in 2016. GMP was granted full accreditation in 2022 and is due for re-accreditation by March 2027.

GMP continues to focus on its systems to ensure good practice, compliance and continual improvement.

GMP is looking for a consultant to conduct a mid-term review of GMP's DFAT accreditation status. The review will assist GMP in working on areas that need strengthening before applying for re-accreditation in 2027.

GMP has reviewed the criteria in each of the sections to be reviewed and identified those of most interest. The consultant is nevertheless expected to review all criteria in the sections of interest.

Assignment Objective:

Focussing on Sections B, C and D, to:

- a) Check whether systems continue to meet the DFAT accreditation requirements.
- b) Identify areas that need improvement to meet the revised accreditation criteria.
- c) Make recommendations on how GMP could make changes to meet the accreditation criteria and to improve its systems/operations generally.

Key Activities

The main activities to be undertaken by the consultant:

1. Review compliance with Section B: Development Approaches and Management, in particular:
 - B1.3 ANGO has a documented approach to managing its projects e.g. project cycle or equivalent, relevant to its approaches, or delivery models.
 - B1.4 ANGOs planning and practice are informed by analysis of context, evidence and research, and inclusion of the perspectives and knowledge of primary stakeholders.
 - B1.5 ANGO assesses the quality of their strategies, designs and plans against quality standards and DFAT requirements.
 - B2.1 ANGO demonstrates its commitment to gender equality in its programming.
 - B2.2 ANGO demonstrates its commitment to disability equity and rights, and social inclusion in its programming.
 - B2.3 ANGO demonstrates its commitment to environmental sustainability, climate action and improved environmental outcomes in its programming.
 - B2.4 ANGO demonstrates approaches that enhance sustainability.

- B3.5 Monitoring and evaluation systems include the participation of partners, community members and primary stakeholders.
 - B3.6 ANGO disseminates information about results and lessons to primary stakeholders, partners and donors.
2. Review compliance with Section C: Approaches to Partnerships, in particular:
 - C1.4 Partnership management procedures are documented in a manual or equivalent.
 - C2.2 ANGO engages collaboratively with its partners in joint planning, decision-making, issue resolution, and exchanging feedback.
 - C2.3 ANGO invests time and resources in supporting the sustainability of local partners, including their broader mandate, strategy and capacity.
 3. Review compliance with Section D: Communications and Australian Engagement, in particular:
 - D1.4 ANGO demonstrates engagement with an Australian constituency.
 4. Provide other services and guidance as agreed.

Timeframe

A minimum of 6 working days, completed by 31 April 2025.

How these days are used, or if more days are required, will be determined consultatively between the consultant and GMP and driven by GMP's needs.

Key Deliverables

- Draft Report (this includes a meeting to brief GMP on the report).
- Final Report.

Payment milestones

100% on acceptance of the final report.

Consultant's Skills and Experience

The successful candidate should possess the following skills and experience:

- Experience working in the international aid /development sector.
- Deep understanding of DFAT accreditation and ACFID compliance requirements.

Expressions of Interest should include:

- A response to the Skills and Experience.
- A current CV.
- An hourly or daily rate for professional fees and a statement of availability.

Enquiries regarding this consultancy should be directed to Suzanne at suzanne@gmp.org.au
Expressions of Interest should be emailed to Suzanne by 3 March 2025.

The successful candidate will be expected to sign GMP's Code of Conduct.