

# Terms of Reference

## Implementation of a Resource Mobilization Plan for the Asian Forum of Parliamentarians on Population and Development (AFPPD)

### Background

The Asian Forum of Parliamentarians on Population and Development (AFPPD) is a regional non-governmental organization and serves as a coordinating body of 30 National Committees of Parliamentarians on Population and Development. It was established in 1982 and its principal mandate is to promote parliamentarian's commitments and actions in addressing population issues in the Asia and Pacific region.

AFPPD aims to realize its vision through parliamentary work by: a) advocating, motivating and involving parliamentarians in formulating/amending policies and legislation that promote gender equality and women's empowerment, investing in youth and active and healthy ageing of the population issues; b) holding the government accountable for their commitment and implementation; and c) advocating for increased financial resources in these areas.

The 13th AFPPD General Assembly which took place in May 2021 reconfirmed focusing on strategic priority areas related to 1) gender equality and women's empowerment; 2) investing in youth; and 3) active ageing.

In order to achieve its goals and long-term sustainability, it is essential for AFPPD to diversify its funding through AFPPD's new resource mobilization plan (2023-2025) which was adopted by the ExCom members in August 2023.

This assignment will include exploring new partnership with the funding organizations through applying fund diversification which can deliver external value and strengthen the position of AFPPD in international fora.<sup>1</sup>

### Objectives

The objectives are to diversify resource mobilization opportunities of AFPPD, explore new ways of resource mobilization, and diversify its funding.

### Work to be Performed

- a. Review AFPPD's Resource Mobilization Plan 2023-2025 and initiate activities towards various resource mobilization options outlined in the Resource Mobilization Plan;
- b. Conduct hearing consultations with AFPPD secretariat and the office bearers;
- c. Identify and analyze existing and new funding mechanisms and suggest concrete resource mobilization opportunities;
- d. Apply for resources to, at least, three funding organizations by August 2024;
- e. Train the AFPPD Secretariat on application process of selective funding programs.

### Data collection methods

AFPPD Secretariat will assist the consultant with the information/materials. AFPPD will provide its Zoom platform upon request.

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<sup>1</sup> AFPPD Resource Mobilization Plan 2023-2025

### Expected deliverables

1. An inception report outlining methodology with the implementation schedule and targets;
2. A compilation of hearing consultations with AFPPD secretariat and the office bearers;
3. Initiatives implemented in which at least three proposals have been submitted to prospective donors with a higher chance of being funded;
4. A final report covering the overview of the implementation of the Resource Mobilization Plan and overall situation analysis.

### Expected Outcomes

1. Stronger institutionalization with sustainable, stable and diversified funding;
2. Sustainable programming to support the parliamentarians' activities to promote AFPPD's three pillars and achieve the ICPD30 commitments and 2030 Agenda for Sustainable Development.

### Estimated duration of contract

The phase one of the contract period will start from 1 March till 30 September 2023. The consultant is expected to invest maximum 14 working days.

The final brief report on applied resources must be submitted before 31 August 2024.

Consultant Tasks	# Days
Review core documents related to AFPPD activities	1
Search for available calls for projects/funds and undertake donor mapping	5
Develop applications and apply for, at least, 3 projects/funds	4
Present the draft report and submit to the Secretariat	2
Incorporate comments and finalize the report	1
<b>Total</b>	<b>13</b>

### Place of work

The consultant will work from his/her premises. No travel is foreseen.

### Qualifications or specialized knowledge/experience required

- Master Degree in law, public health, or social sciences
- Excellent command of the English language with demonstrated ability of high quality written and verbal communication skills
- Prior experience working with the UN or relevant international organization(s)
- Knowledge and prior experience working in Asia
- Prior experience working with parliamentarian networks in Asia Pacific is an asset

### Contact

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