GAP ANALYSIS

OPPORTUNITIES AND PRIORITIES FOR INNOVATION AND RESEARCH: INCLUSION OF PEOPLE WITH DISABILITIES AND OLDER PEOPLE IN HUMANITARIAN RESPONSE

Elrha Terms of Reference, June 2019

BACKGROUND INFORMATION

We are Elrha. A global charity that finds solutions to complex humanitarian problems through research and innovation. We are an established actor in the humanitarian community, working in partnership with humanitarian organisations, researchers, innovators, and the private sector to tackle some of the most difficult challenges facing people all over the world.

Through our programmes, we have supported more than 200 world-class research studies and innovation projects, championing new ideas and different approaches in order to evidence what works in humanitarian response.

Our innovation programme - **the Humanitarian Innovation Fund** (the HIF) - aims to improve outcomes for people affected by humanitarian crises by identifying, nurturing and sharing more effective and scalable solutions.

The HIF is a globally-recognised programme leading on the development and testing of innovation in the humanitarian system. Established in 2011, it was the first of its kind: an **independent, grant-making programme open to the entire humanitarian community**. It now leads the way in funding, supporting, and managing innovation at every stage of the innovation process. To date, the HIF's key areas of focus have been; addressing **Gender-Based Violence** (GBV) and enhancing the effectiveness of **Water, Sanitation and Hygiene (WASH)** interventions in emergencies.

Our **Research for Health in Humanitarian Crises** (R2HC) programme aims to improve health outcomes by strengthening the evidence base for public health interventions in humanitarian crises. Since 2013, more than 50 research studies addressing evidence gaps in a range of public health fields have been funded. Collaborative research teams – academics working with humanitarian practitioners - ensure academic rigour on the one hand, and operational relevance, feasibility and potential for research uptake on the other.

The R2HC is the only global mechanism solely dedicated to **increasing the humanitarian health evidence base** and supporting strategic engagement with key humanitarian stakeholders to ensure that new evidence informs policy and practice.

Inclusion of People with Disabilities and Older People

Humanitarian principles require that humanitarian response and protection are provided on the basis of need, without discrimination. **Older people and people with disabilities can face discrimination and multiple barriers to accessing humanitarian assistance** including cultural, physical and legal/policy barriers.[1] At the same time, the capacities and rights of people with disabilities and older people are often overlooked.

There is a growing recognition of the systematic lack of inclusion of older people and people with disabilities within the humanitarian system. In 2018, the [Humanitarian Inclusion Standards](#) (HIS) for Older People and People with Disabilities were published as a companion document to the Sphere Humanitarian Charter. The HIS set out 9 Key Inclusion Standards for all humanitarian response (covering aspects of identification and registration, access and participation, coordination, resources, data, learning and feedback).

Our strategy includes a **commitment to the inclusion of marginalised and excluded population groups within humanitarian response**. As part of this commitment, we have developed a **new focus area** on Disability and Older Age Inclusion (DOAI), with funding from the UK Department for International Development (DfID). The focus area is **guided by a dedicated Technical Working Group** (TWG) to provide expert steer and support uptake and adoption of good practice based on what works.

Our DOAI focus area will **explore the barriers to and support opportunities for the inclusion of older people and people with disabilities** in humanitarian response. We believe humanitarian innovation has much to contribute to this agenda and to generating a more effective and inclusive humanitarian response.

Older people and people with disabilities are diverse and have diverse lived experiences. However, older age and disability intersect with each other; and we believe that this **intersection and potential commonalities in barriers faced warrant further exploration** and present significant potential to improve inclusion outcomes for a diverse range of people.

While disability and older age is the predominant focus of this work, we recognise that disability and older age also intersect with other identity characteristics, such as gender, race, colour, ethnicity, sexual orientation, language, religion, health status, political or other opinion, national or social origin. This intersection can lead to **compounding and distinct forms of discrimination** that must be recognised in order to fully understand and address barriers to inclusion.

Complementary to support for innovation through the HIF, and funding permitting, it is anticipated that the R2HC may be able to support **research to strengthen the evidence base** around the inclusion of older people and people with disabilities in humanitarian response.

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[1] See for example: https://www.helpage.org/download/5b4394f1dd068, https://www.helpage.org/download/5ae632712297c, https://media.ifrc.org/ifrc/wp-content/uploads/sites/5/2018/04/Good-Practice-Guide-FINAL-ONLINE.pdf; https://media.ifrc.org/ifrc/wp-content/uploads/sites/5/2018/10/B-WDR-2018-EN-LR.pdf

Our Approach to Evidence

Our strategy is composed of four distinct but interconnected areas:

1. Identifying and prioritising the most pressing problems within humanitarian response, and the research and innovation approaches needed to tackle them.
2. Investing in the right people to research, explore, develop, and test the solutions to these problems.
3. Creating and sharing practical tools and guidance based on evidence of 'what works'.
4. Empowering the humanitarian community to adopt what works.

Evidence is central to our strategy and we have an established track record of producing high quality gap analyses and evidence reviews. We use gap analyses to provide in-depth problem recognition and identification of the key contributions innovation and research could make in a defined thematic area.

Our focus areas on [WASH](#) and [GBV](#) have conducted respective gap analyses. R2HC's [Humanitarian Health Evidence Review](#) documents existing evidence, as well as evidence gaps on health interventions in humanitarian crises, and is used as a background reference for researchers seeking to increase the humanitarian health evidence base. The gap analyses involved **extensive literature reviews, desk-based reviews** and **consultations**, and conducted **primary research** using methods such as participatory interviews, surveys and focus group discussions. Additionally, country and context-based case studies were analysed for the GBV Gap Analysis. Our previous gap analyses and evidence reviews can serve as sources of inspiration and new approaches are welcomed for the DOAI Gap Analysis.

AIMS OF THE DOAI GAP ANALYSIS

The Gap Analysis will provide a **systematic** and **comprehensive** assessment of the humanitarian sector, to help identify the **evidence gaps**, **priorities** and **opportunities** for innovation and research to enable the inclusion of older people and people with disabilities in humanitarian response.

We are commissioning this Gap Analysis to be a **foundational tool** that will guide our future funding and activities through our programmes, and bring value to our Technical Working Groups and the **wider humanitarian sector** as a stand-alone resource. The findings of the Gap Analysis will directly contribute to the focus and approach of our 2020 **Innovation Challenges** and beyond; and the deliverables should be appropriate in both timing and content to support that.

Building on learning from our work in WASH and GBV, we know it is important that the approach for the Gap Analysis explores challenges at **multiple levels** within the humanitarian system, and **meaningfully and ethically consults with communities affected by crisis** to incorporate the perspectives of older people and people with disabilities.

OBJECTIVES AND APPROACH

The aim of the Gap Analysis is:

To help identify the evidence gaps, priorities and opportunities for innovation and research to enable the inclusion of older people and people with disabilities in humanitarian response.

Through an approach that:

- Employs a range of **ethical**, **robust** and **quality** primary and secondary **research methods** to generate a **systematic** and **comprehensive** assessment of the humanitarian sector, including;
    i. A thorough **situational analysis** that explores past and existing activities and evidence, and identifies key actors at multiple levels within the humanitarian sector, to provide an essential framing for the Gap Analysis;
    ii. **Extensive consultation** that is **representative** of the types of organisations within the humanitarian, research and innovation communities (including local organisations, Organisations for Persons with Disabilities (OPDs) and Older Person's Associations (OPAs)) and with people affected by humanitarian crises, particularly people with disabilities and older people (and with care-givers <u>if</u> appropriate);
    iii. A comprehensive **literature review** across a range of sources and contexts;
    iv. Context-based research to provide more detailed analysis and supporting evidence, such as **regional case studies** or **individual personas** (to further understand the lived and diverse experiences of people affected by crisis).

- Convenes a **steering group of relevant actors** to guide and validate the approach for the entirety of the work;
    i. The core group for this will build from the HIF's established Technical Working Group.
    ii. The steering group should also include key stakeholders and representation from OPDs and OPAs.
    iii. Two levels of engagement are likely necessary to enable actors with less capacity to participate and to reach a wider range of actors.

- Recognises and explores the **intersections between disability and older age;**
    i. Also recognises that older people and people with disabilities are diverse and have diverse lived experiences.
    ii. Furthermore, recognises that additional identity characteristics such as ethnicity, gender religion and language, can contribute to compounding and distinct forms of discrimination that must be considered in order to fully understand barriers to inclusion.
    iii. Understands that an intersectional approach requires a multi-dimensional approach and analysis of inclusion and vulnerability.

- **Builds on existing evidence and activity,** and avoids duplication;
    i. There are **existing guidelines and work in the sector** that have involved significant research and consultation prior to their publication, including the Humanitarian Inclusion Standards for Older People and People with Disabilities (ADCAP, 2018), the Missing Millions report (HelpAge, 2018), the IASC guidelines on the Inclusion of Persons with Disabilities, and the synthesis report on evidence from practice (HI, CBM and IDA – to be published in September 2019). The approach for the Gap Analysis should build on these key pieces of work, and others, and **avoid unnecessary duplication**.
    ii. Furthermore, the Gap Analysis should be positioned within a context of relevant legal and policy frameworks such as the Convention on the Rights of Persons with Disabilities and the Humanitarian Grand Bargain.

- Produces a highly **engaging**, **accessible** and **adaptable** Gap Analysis report and potential complementary outputs, and delivers an effective approach to **dissemination** and **driving uptake** of the Gap Analysis findings, in collaboration with us.

In order to achieve the following objectives:

1. Identify and present a set of well-evidenced, **high priority 'problem statements'** with regard to the inclusion of people with disabilities and older people in humanitarian response;

2. Identify and present **clear opportunities for innovation** and **research** to address the problem statements identified, indicating those which we are best positioned to address;

3. **Inform** and **engage** the sector around opportunities for the inclusion of people with disabilities and older people in humanitarian action.

DELIVERABLES AND PROCESS

Work should commence in **mid-August 2019** with a 6-week inception period to discuss and refine the methodological approach in collaboration with us. All work should be completed by **June 2020**.

Deliverables

Deliverable	Date of completion (Subject to change based on inception report)	Detail
1. Inception report	End-September 2019	Final detailed scope and method and approach based on initial consultation with key stakeholders (namely our Technical Working Group and Steering Group) and in discussion with us. To include detailed budget and workplan. To be approved by us.
2. Presentation and summary report of initial findings and challenges	At the end of each phase of work, eg, i. November 2019 ii. January 2020 iii. February 2020	Presentation format delivered to us and the Steering Group at the end of each phase of work. Any proposed methodological adjustments to be approved by us.
3. Draft Gap Analysis and presentation	Mid-March 2020	A draft of the Gap Analysis main report must be submitted for review by us, where we will provide one set of comments/feedback and approval. The draft should be presented to us and the Steering Group in a face-to-face meeting if possible.[2]
4. Final Gap Analysis completed	Mid-April 2020	The final Gap Analysis report and accompanying materials (eg, briefs, infographics, presentation slides) will be submitted to us for approval. The provider will work in conjunction with us to copyedit, design and print the report and materials.
5. Appraisal of dissemination and uptake	End-May 2020	A short (max 6 page) written report to appraise the dissemination activities completed to date and initial evidence of uptake, with clear recommendations for continued dissemination and uptake activities for us.

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[2] Virtual meeting also acceptable if necessary due to travel costs.

Project Management

This piece of work will be managed by Sophie Van Eetvelt, Innovation Manager for Disability and Older Age Inclusion, Elrha, and a member of the R2HC programme. The selected provider will be expected to be in frequent contact with our team and the convened group of technical experts throughout delivery.

The provider should have a nominated **single point of contact** and **project manager** to oversee and coordinate the work and ensure effective communication to and from the delivery team. Roles and responsibilities of different partners must be clearly defined.

Budget

A budget in the region of £100,000 is available for this work. The budget submitted to us should be broken down by activity and with any allocations for individual team members shown clearly. Expenses and travel costs should be shown separately. The amount should be inclusive of travel, expenses and VAT.

Creative Commons

The final report and accompanying materials will be published by Elrha who will also own the copyright. Elrha reserves the right to share and promote the materials widely while referencing and attributing work to the respective authors.

Questions

We would encourage any serious applicants to contact us if they have questions during the application window. We are able to hold short calls with potential applicants during the application window, if requested with sufficient time in advance (see contact details below).

CANDIDATE REQUIREMENTS

Team and Experience

We especially welcome applications from small teams that demonstrate substantial experience in the humanitarian sector and cover a range of skillsets. We would welcome applications from organisations already working in partnership, or that collaborate for the purpose of this work. Our previous Elrha Gap Analyses have successfully combined humanitarian agency and academic expertise.

The following essential experience should be demonstrated in applications as a written statement (no CVs):

- Extensive knowledge of the humanitarian sector and the challenges and opportunities regarding the inclusion of people with disabilities and older people;
- Good knowledge of existing work and key stakeholders regarding the inclusion of people with disabilities and older people;
- Good understanding of relevant humanitarian standards and principles;
- Good understanding of innovation and research in the humanitarian sector;
- Ability to gain access to key information and effectively and appropriately engage with local, national and international stakeholders in relevant sectors;

- Extensive experience of conducting high quality and ethical research, situational analyses, consultations, literature reviews;
- Ability to communicate complex ideas and clear, actionable recommendations to a broad but informed audience;
- Ability to produce high quality written reports and engaging materials, with consideration for accessible formats.

Candidate Selection

The application **deadline is 23:59 GMT on 24 July 2019.**

Please submit applications to hif@elrha.org for the attention of Sophie Van Eetvelt. Applications should be in English and should include:

- Concise summary of team and demonstration of suitability and relevant experience as per the above, including details of partnerships and organisations involved (maximum three pages);
- Proposed method, outputs, time frame and work plan (can be indicative);
- Proposed budget broken down by activity and including allocations for individual team members;
- Examples of relevant reports and other materials produced, particularly with a subject focus on Disability and Older Age Inclusion in humanitarian action (attach as links or appendices);
- **Maximum number of pages for applications is 10** (exclusive of appendices for relevant example work)

Applications will be appraised on a number of areas, including:
- Experience and capability of team;
- Feasibility and value for money;
- Appropriateness of method(s);
- Approach to dissemination and uptake;
- Approach to ethical research and consultation;
- Coherence with other relevant activity and evidence.

We will not be able to consider incomplete applications or applications submitted after the deadline.

Thank you!