GENERAL INFORMATION

Title of Consultancy: Research Design Expert – Corrupt Money Flows
Application Closing Date: 25 July 2024 (Extended Deadline)
Consultancy Start and End Date: As soon as possible, for 2 months
Location of Consultancy: can be provided from anywhere

BACKGROUND

The Transparency International Secretariat (TI-S) in Berlin is seeking a consultant to design the research methodology for a cross-country analysis to better understand what is hindering the effective detection, seizure, confiscation and repatriation of assets connected to corruption across the EU Southern Neighbourhood countries (Algeria, Egypt, Jordan, Lebanon, Libya, Morocco, Palestine, and Tunisia). In particular, we are seeking evidence on the methods used by corrupt actors in targeted countries to hide and launder the proceeds of their corruption abroad, the policy gaps being exploited to facilitate these outgoing corrupt flows as well as the challenges to ensure these stolen assets are confiscated and repatriated.

Transparency International (TI) is the global civil society organisation leading the fight against corruption. Through more than 100 chapters worldwide and an international secretariat in Berlin, Germany, TI raises awareness of the damaging effects of corruption and works with partners in government, business, and civil society to develop and implement effective measures to tackle it.
The research will be conducted as part of the "Transparency Now: Strengthening Anti-Corruption Efforts in the EU Southern Neighbourhood" project – an EU-funded project jointly implemented with the United Nations Interregional Crime and Justice Research Institute (UNICRI). It aims to strengthen the prevention, reporting, investigation and prosecution of acts of cross-border corruption, facilitating the seizure and confiscation of stolen assets and supporting the establishment of effective asset recovery mechanisms in the EU Southern Neighbourhood countries (Algeria, Egypt, Jordan, Lebanon, Libya, Morocco, Palestine, and Tunisia).

RESEARCH OBJECTIVE

Effective asset recovery linked to corruption involves a series of coordinated steps. The identification and tracing of assets is a crucial first step. Only after assets likely acquired with the proceeds of corruption are identified, can authorities take steps to investigate further, initiate prosecution as well as efforts to confiscate and recover the assets. However, the identification and tracing of assets linked to corruption can be hindered by various factors, including legal, technical, and operational challenges.

Against this background, this research aims at better understanding what is hindering the effective identification and tracing of stolen assets. In particular, the research seeks to collect evidence on how the corrupt in the EU Southern Neighbourhood countries are using global financial and non-financial systems to hide, launder and enjoy the proceeds of corruption, making the identification, tracing and possible confiscation of their ill-gotten gains more difficult. The research aims to identify specific policy, institutional and enforcement gaps that enable this laundering of the proceeds of corruption to occur. The research therefore aims to bring more evidence to support the design of concrete and actionable recommendations to addressing these gaps, looking at global, regional and national level standards and rules that should be improved.

In addition, considering other needed steps for successfully recovering assets, the research aims at mapping and understanding how existing mechanisms for information and intelligence exchange have worked in practice and what could be improved to strengthen the ability of authorities to seek the seizure and confiscation of assets linked to corruption.

Preliminary research questions
To achieve this objective, the research will seek to answer the following interconnected research questions.

Q1. What are the tools, networks, and/or mechanisms used by the corrupt in the EU Southern Neighbourhood to hide the proceeds of corruption abroad?

Q2. What gaps in national and/or international government regulation, and/or enforcement policy do the corrupt exploit in the process of hiding the proceeds of corruption?

Note that data collection will be implemented in collaboration with TI's national chapters in the countries in the region as well as by a researcher in the TI Secretariat.

EXPECTED DELIVERABLES AND TIMELINE

No.	Description of deliverable	Due date
D1	**Concept note** outlining the approach to be developed in detail in the research methodology, to allow TI chapters to provide early feedback into the drafting of the methodology.	Within five days of signing the agreement
D2	**First draft of detailed research methodology document:** A document outlining the research methodology as specified further below.	20 days after agreement signature
	Final draft of detailed research methodology document: A reviewed and validated document outlining the research methodology as specified further below.	30 days after agreement signature
D3	**First draft of data collection toolkit:** A complete set of tools and protocols to collect the data needed to implement the research, tailored to the cultural and operational context of the EU Southern Neighbourhood countries.	40 days after agreement signature
	Final draft of data collection toolkit: A reviewed and validated set of tools and protocols to collect the data needed to implement the research, tailored to the cultural and operational context of the EU Southern Neighbourhood countries.	45 days after agreement signature
D4	**First draft of preliminary Research Report Outline:** An initial outline of the research report, structured to effectively present the findings in accordance with the project's goals and objectives.	50 days after agreement signature
	Final draft of preliminary Research Report Outline: A reviewed and validated outline of the research report, structured to effectively present the findings in accordance with the project's goals and objectives.	60 days after agreement signature

ADDITIONAL SPECIFICATIONS

The research methods employed by the study can be quantitative, qualitative or mixed-method approaches. The research methodology should justify the choice of method explicitly, with a particular emphasis on feasibility within the resources and timeline of the project.

The **concept note (D1**) should expand on the technical proposal (see below) submitted for this consultation to provide an overview of the research approach proposed. The goal is to allow TI chapters, who will be conducting parts of the research, to input at an early stage and to allow for the incorporation of feedback before development of the full methodology (D2 &3).At a minimum, D1 should contain:
1. A short description of the research design, including clear identification of the unit of analysis and the qualitative, quantitative, or mixed methods that are being proposed and possible sources of data.
2. A short overview of what data analysis methods will be used.

At a minimum, **the research methodology document (D2**) should contain:

1. A description of the research design, including clear identification of the unit of analysis and the qualitative, quantitative, or mixed methods that will be used.
2. A **short literature review** of existing research into the topic and IFFs in the region.
3. Description of the **data analysis methods** to be used in line with the research design. Specify what types of insights will be gained from the findings produced by the method.
4. A brief overview of the assessment pillars
5. A brief overview of data collection methods (detailed toolkit to come in D3)
6. Description of **the limitations** and **key assumptions** (if any) underpinning the methodological approach. Specify how they may impact interpretability of expected research findings.

At a minimum, the **data collection toolkit (D3)** should contain:
1. An overview of key questions under each assessment pillar for all data to be collected under the methodology outlined in D2.
   - Each question should include guidance on what to consider when answering it.
2. Sources of data for all data to be collected under the methodology outlined in D2. The sources of data should be specific to the countries subject to the study.
   - Where interviews, surveys, focus groups (etc.) are envisaged, specify who should participate (e.g., specify what ministry/agency/CSO etc. participants should belong to)
3. A list of **key dependencies** regarding data collection (e.g., access to which types of interview partners and/or data) and alternative data sources or approaches in case of barriers to data collection.
4. **Data collection protocols** to ensure reliability.
5. A consideration of which elements of data collection are best led by **the national chapters** (in-country national partners) and which by the **secretariat researcher**.

At a minimum, the **preliminary research report outline (D4)** should contain:
1. Headers and sub-headers of the final research report.
2. High-level bullet points describing the content of each subsection.

All presentations and reports should be submitted in English, in electronic form, in accordance with the deadlines stipulated above. The Consultant is responsible for editing and quality control of language. The TI Secretariat retains the sole rights with respect to all distribution, dissemination, and publication of the deliverables. The use of Artificial Intelligence must be explicitly mentioned, and AI-generated sources must be verified.

SELECTION CRITERIA

The Consultant should have the following qualifications:

- Advanced degree in Political Science, International Relations, Public Policy, Law, or a related field.
- Minimum of five years of experience in research design, particularly in the fields of anti-corruption, illicit financial flows, assets recovery or related areas.
- Proven track record in developing and implementing research methodologies for complex, multi-country projects.
- Experience working in or with countries in the EU Southern Neighbourhood or similar regions is highly desirable.
- Demonstrated ability to design qualitative and/or quantitative research tools.
- Familiarity with the latest trends and best practices in anti-corruption research and policy development.
- Excellent written and verbal communication skills.
- Proficiency in English is mandatory; additional language skills relevant to the EU Southern Neighbourhood (such as Arabic or French) would be a strong advantage.
- A portfolio of previous work that includes examples of research methodologies developed and reports written.

REMUNERATION AND COSTS

The Consultants should provide their estimated total fee as a lump sum or as standard daily or hourly rates.

For candidates based in the EU, EEA, UK, and Switzerland

Transparency International e.V. (Secretariat), (TI-S) is registered as a Business Entity in Germany with VAT identification number DE273612486. EU reverse charge applies. Service providers should issue invoices with zero VAT.

Candidates who are based in Germany and do not charge German VAT must confirm their small entrepreneur status.

HOW TO APPLY

The application should include the following documents in English:

- Technical and financial proposal.
    - The technical proposal (max. 2 pages) should cover:
        - A brief description of the research approach to be developed, including a description of the unit of analysis and assessment pillars and what methods for data collection and analysis will likely be used. This can be subject to change depending on the literature review and investigation into data availability in the relevant countries.
        - Simple workplan outlining the tasks to be completed to deliver D1-4.
        - (*optional*) Reference to similar studies (possibly with involvement of the Consultant) with similar approaches to tackle a similar research objective or similar research questions.
    - The financial proposal should cover:
        - An outline of days needed for each step in the workplan
        - Daily rate
- Curriculum Vitae
- One sample of relevant previous work (confidentiality guaranteed).

Please indicate "Research Design Expert" in the subject line of your email application. Applications should be sent in English by email to Oumaima Laâraki at unicri-consultancy@transparency.org by close of business of **25.07.2024.**

Please note that only shortlisted applicants will be contacted.

The Transparency International Secretariat is committed to creating an inclusive work environment where diversity is valued and where there is equality of opportunity. We actively seek a diverse applicant pool and therefore welcome applications from qualified candidates of all regions, countries, cultures, and backgrounds.

Selection of candidates is made on a competitive basis, and we do not discriminate based on national origin, race, colour or ethnic background, religious belief, sex, gender identity and expression or sexual orientation, marital or family status, age, or ability. We kindly ask applicants to refrain from including in their application information relating to the above as well as from attaching photos.

Data protection

When you respond to this tender and submit your application, you provide consent that Transparency International e. V. keeps your application materials for the period of ten years according to German legal requirements. Afterwards Transparency International will delete your application and any personal data included in it. If you have any questions, please reach out to dataprotection@transparency.org

Guidelines for handling overhead and travel expenses

Overhead

Regular overhead expenses associated with the Consultants maintaining their place of business, such as rent, telephone, utilities, or stationery, are included in the Consultant's professional fee, except where explicitly agreed otherwise in the contract.

Travel

Travel and accommodation expenses will as far as possible, and where applicable, be recovered from the institutions and companies hosting events or using the outputs provided by the Consultant.

Where such cost recovery is not possible, all travel is subject to prior approval by TI-S staff responsible for the financial management of the Project or TI Budget Line that will support the costs of travel. TI shall not issue travel advances to the Consultants. For accommodation or travel by air, rail, or coach, they will instead have to contact TI-S that will make travel arrangements on the Consultant's behalf.

All travel booked by TI-S will include **travel health and accident insurance** with worldwide coverage and Economy class only; accommodation will aim to achieve best value for money up to a 4-star category.

Consultants shall be entitled to invoice TI-S **only** for local transportation and visa cost (if applicable).

Subsistence allowance (per diems) and expenses for individual meals cannot be claimed. These are part of Consultant's business expenses.