

## GENERAL INFORMATION

<b>Title of consultancy:</b>	Research consultant to support Country Focus Reports on the enabling environment for civil society
<b>Application closing date:</b>	11 March 2026
<b>Consultancy start and end date:</b>	15 March - 31 December 2026
<b>Location:</b>	Remote

## BACKGROUND

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.

Together with consortium partners, TI is currently implementing the [EU System for an Enabling Environment for Civil Society](#) (EU SEE) project to monitor and assess the enabling environment for civil society around the world through three complementary tools Country Focus Reports, Enabling Environment Snapshots, and Early Warning Mechanism.

Country Focus Reports (CFRs) - the focus for this consultancy - provide comprehensive, evidence-based national assessments of the enabling environment for civil society, combining quantitative scoring and qualitative narrative analysis across six key principles. They aim to inform civil society actors, donors, policymakers, and other stakeholders about trends, challenges and opportunities in civic space, and to contribute to strategic advocacy and evidence-based engagement.

These reports are developed by Network Members (NMs) who are partners at national level, with Transparency International and other consortium partners coordinating and providing technical and quality support on the following:

1. **Country scorecard:** a structured scoring assessment across the six enabling environment principles, supported by documented evidence and justification.
2. **Country Focus Report (CFR):** a comprehensive analytical report that contextualises the scores, analyses trends and key developments, triangulates evidence, and formulates country-specific recommendations.

Transparency International will oversee the development and publication of **15 Country Focus Reports** in the following batches (please note there might be some changes) over the course of the year:

- **Batch 1 (3 reports):** publication in June 2026, with majority of the quality and technical support expected between May and June 2026.
- **Batch 2 (7 reports):** publication in September 2026, with majority of the quality and technical support expected between August and September 2026.
- **Batch 3 (5 reports):** publication in December 2026, with majority of the quality and technical support expected between November and December 2026.

To support this process, the Secretariat of Transparency International (TI-S) seeks to engage an experienced Research Consultant to provide structured quality assurance and methodological guidance to Network Members responsible for producing the CFR

deliverables. The Consultant will not serve as primary drafter, but will provide structured review, validation, and technical guidance to ensure deliverables meet EU SEE standards.

## **OBJECTIVE**

The objective of this consultancy is to strengthen the quality of Country Focus Report deliverables by providing structured research quality assurance and technical guidance to Network Members.

## **METHODOLOGY**

The consultant is expected to apply a participatory and capacity-strengthening approach in carrying out the assignment. This includes working in close collaboration with Network Members and project team at TI-S. Throughout the assignment, the consultant is expected to adhere with EU SEE and Transparency International's research ethics policy and standards.

## **SCOPE OF WORK**

Under the guidance of project team at TI-S, the research consultant will be responsible for the following tasks across the three batches:

### **1. Review and validation of country scorecards**

The Consultant will:

- Review draft scorecards for methodological compliance with EU SEE scoring criteria.
- Assess whether assigned scores are adequately justified by documented evidence.
- Evaluate internal consistency across principles and indicators.
- Identify discrepancies between narrative explanations and numerical scoring.
- Review the robustness of evidence triangulation (e.g., use of legal analysis, policy documents, expert input, secondary sources).
- Provide detailed written feedback for revision and refinement.

At least two rounds of reviews are expected for each country scorecard

### **2. Quality review of Country Focus Reports**

The Consultant will:

- Conduct analytical review of draft CFRs for coherence between scoring, evidence, and narrative.
- Assess clarity of argumentation, logical structure, and analytical depth.
- Evaluate the analysis of trends, key developments and drivers affecting the enabling environment.
- Assess adequacy of source triangulation and referencing.
- Provide consolidated annotated feedback and revision guidance.

At least two rounds of reviews for each report.

### **3. Methodological support and capacity strengthening**

Where required, the Consultant will:

- Provide clarifications on scoring methodology and evidence standards.
- Participate in virtual technical consultations with Network Members.
- Where recurring quality gaps are identified, work together with TI-S to mitigate the gaps.

- Where possible, identify cross-cutting methodological challenges and propose improvements for future cycles.

## **EXPECTED DELIVERABLES AND TIMELINE**

The consultancy is expected to run until 31 December 2026, and the consultant is expected to complete the following deliverables:

- Review and validation of 15 country scorecards
- Quality control of 15 Country Focus Reports
- Methodological support and capacity strengthening to 15 Network Members, when needed

Please note we have strict publication deadlines, and the consultant is expected to be available and deliver based on agreed workplan. Batch 1 will serve as an inception and alignment phase, during which TI-S and the Consultant will refine workflows, expectations, and quality standards to ensure smooth implementation for subsequent batches. Based on the experience of Batch 1, minor adjustments to workflow and coordination modalities may be agreed to optimise delivery for Batches 2 and 3.

Kindly note that TI-S reserves the right to adjust the timeline, and any changes will be communicated in writing. The consultant must ensure availability during the peak review periods corresponding to each batch.

The selected consultant has the sole responsibility to meet all deliverables in accordance with the agreed methodology and timeline. The consultant is also expected to work in close collaboration with TI-S experts and project partners throughout the assignment period.

The TI Secretariat retains the sole rights with respect to all distribution, dissemination, and publication of the deliverables.

## **REMUNERATION AND COSTS**

The maximum lump-sum budget for this consultancy is 17000 Euros. The consultancy fee will be fully paid upon successful completion and acceptance of the following deliverables within the agreed timelines:

- 20% upon successful completion and acceptance of Batch 1 deliverables (3 CFRs), with publication in June 2026
- 50% upon successful completion and acceptance of Batch 2 deliverables (7 CFRs), with publication in September 2026
- 30% upon successful completion and acceptance of Batch 3 deliverables (5 CFRs), with publication in December 2026

## **SELECTION CRITERIA**

A suitable candidate should have the following qualifications:

- A postgraduate degree in a relevant field of the social sciences, such as law, political science, sociology, economics, public administration or a related field, with an academic emphasis on research

- At least five years of research experience related to human rights, civic space and/or governance issues.
- Experience providing quality control to multi-country projects is highly desirable
- Experience in providing training and technical assistance on applied research projects
- Experience in designing or implementing projects on civic space would be an advantage
- Excellent drafting and report writing skills.
- High attention to detail.
- Fluency in written and spoken English, with French and Spanish as an advantage

Participation in this procedure is open to natural and legal persons in accordance with the eligibility rules set out in Article 28 of Regulation (EU) 2021/947 (NDICI – Global Europe). The successful applicant may be requested to provide documentary evidence demonstrating compliance with the applicable EU eligibility requirements (e.g. proof of nationality or legal establishment).

## CONTACT INFORMATION

Please indicate “Research Consultancy: EU SEE” in the subject line of your email application. Applications should be sent in English by email to [eusee-consultants@transparency.org](mailto:eusee-consultants@transparency.org) by 6pm (Berlin time) of **11 March 2026**, with the following documents:

- An up-to-date CV.
- A short technical proposal that includes:
  - An overview of how the consultancy will be approached, including the methods to be used for achieving the deliverables
  - Availability throughout the consultancy period
- An indicative budget including gross inclusive of taxes and other charges.
- A sample of relevant previous report
- A completed VAT Form for Tenders/Vendor Form (for EU only), available here: <https://files.transparencycdn.org/images/TendersVendor-Form.docx>

Any questions about the consultancy should be sent to [eusee-consultants@transparency.org](mailto:eusee-consultants@transparency.org). 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](mailto: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 which 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 the 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 the Consultant's business expenses.

Please note that TI-S will not cover costs related to Hostile Environment Awareness Training (HEAT) or similar security training. It is the sole responsibility of the Consultant to ensure they have completed such training if they deem it necessary.