

Terms of Reference for the Procurement of Consultancy Services

Research Support Specialist for a short-term assignment funded by GIZ to support the Senior Director of Measurement Systems to define and harmonize the operational components of Living Income data and methodologies with existing Income and Cost of Production guidelines developed by COSA (in an earlier grant phase).

This work is being led by the Committee on Sustainability Assessment, COSA.

COSA is a nonprofit organization that works at the forefront of sustainability. We are a neutral consortium dedicated to helping people and organizations understand the sustainability of our food and agriculture systems and the people who make them possible. We design and implement innovative monitoring and evaluation systems that measure the performance of sustainable agriculture programs in practical ways.

Our Vision: Working together to foster secure and resilient farm communities, feed a hungry planet, and sustain the environment.

Our Mission: We accelerate sustainability by advancing smart performance metrics and innovative technologies, enabling users to take better decisions that make a tangible difference for people and planet.

1. **Project name.** Towards Digital Public Infrastructure

2. **Context and Key objectives of the role**

With funding from the German Corporation for International Cooperation (GIZ) over the past two years, COSA has co-convened hundreds of supply chain actors, scientists, governments, as well as IT service providers under the Digital Integration of Agricultural Supply Chains Alliance (DIASCA), with the aim to collaboratively foster the development and the roll-out of Digital Public Infrastructures (DPI). DPI can considerably help facilitate the access to digital solutions for farmers and drive innovation and inclusion at scale towards a more vibrant and efficient digital ecosystem at large, e.g. by allowing for easier compliance with due diligence legislations.

New funding from GIZ will now allow COSA to consolidate DIASCA's groundbreaking work on income standardization, forest monitoring, and traceability, and pivot the community into a broader collaboration around digital public infrastructure (DPI).

The DIASCA community is comprised of leading actors in food and agriculture across a rich variety of sectors, from palm to coffee and cocoa to soy. We leverage those actors' influence by increasing their commitments to, and use of, common standards, frameworks, and interoperable systems and tools. DIASCA's three workgroups have developed pragmatic tools to help make food and agricultural systems more inclusive and responsive to farmer needs.

The focus of this consultancy is to provide desk research support to develop the methodological components of DIASCA's Living Income working group. This will include research into Living Income methodologies and regulations, including CS3D, the Corporate Sustainability Due Diligence Directive (CS3D), a European Union (EU) law that requires businesses to be accountable for their environmental and human rights impacts.

3. Responsibilities, Tasks, and Deliverables

The Research Support person will conduct desk research on best practices for conducting living income assessments and methodologies, including process points to integrate living income regulations. The resulting research will build upon the actual income measurement guidance detailed in the DIASCA Phase 1 work and will provide additional guidance on topics such as:

- Acceptable data sources and methodologies, including sampling protocols
- Use of appropriate benchmarks; instructions on calculating and reporting the living income gap
- Appropriate use of secondary data and criteria

4. Background experience and requirements:

- a. Technical desk research with comfort/familiarity researching economic topics (incomes, costs, inflation, exchange rates, etc.).
- b. Basic data analytic skills a plus.
- c. Excellent verbal and written communication skills
- d. Demonstrable understanding of, and relevant work experience in sustainability research projects in the global food and agriculture sectors preferred
- e. Scheduling flexibility, to address project needs throughout the project period.
- f. Cross-cultural sensitivity, able to collaborate with global business and development actors.
- g. Fluency in English (native or professional level)

5. Period of assignment: This is a part-time role commencing January 22, 2025 through May 31, 2025.

- Level of effort is expected to be approximately 13-15 days (ca. 104-120 hours)
- The budget for this assignment is 2,500 Euro.

6. Location: Contractor's own location. Excellent internet connectivity required. Must be available for phone and email communication during part of COSA business hours (ca. 8am-5pm) East Coast USA time zone.)

7. Submission of proposal:

Applications must include the following:

1. A formal bid that describes your previous experience and qualifications relating to the deliverables in the "Responsibilities, Tasks, Deliverables" Section # 3, above, and why you would be a good fit for this consultancy. No more than **1-2 pages**.
2. Your Curriculum Vitae (C.V / resume)
3. Professional References (up to 3) if you have not worked with COSA before

4. Your guaranteed availability for working (which days and times of day in ET USA equivalent)
5. Please specify city/country of current residence

To apply:

1. Submit your proposal via e-mail to: "Careers@thecosa.org".
2. Deadline for submission is January 22, 2025.
3. Applications will be reviewed the week of January 20th. Selected applicant is expected to begin work by January 27, 2025.