

The **Negros Occidental Impact 2025 (NOI25)** project of Habitat for Humanity Philippines (hereinafter referred to as “Habitat Philippines”) is seeking to contract a **Policy Advocacy and Government Relations Consultant**.

THE NEGROS OCCIDENTAL IMPACT 2025

In 2019, Habitat for Humanity and the Hilti Foundation forged a partnership to bring the utilization of disaster-resilient Cement Bamboo Frame Technology to scale and help address the housing gap in Negros Occidental. Dubbed the Negros Occidental Impact 2025 (NOI25), the project aims to build homes in sustainable communities that are clean, green, safe, disaster-resilient, and progressive where families enjoy security in their homes. The success of the project is anchored on the public-private-people partnerships that ensure the implementation of the four project components: community cohesion and development, site design and development, housing finance and financial inclusion, and construction technology.

The NOI25 Project aims to be a catalyst in the housing sector that will:

- Unlock government and private sector resources to create sustainable communities.
- Demonstrate innovative solutions to address poverty housing.
- Support LGUs’ resettlement programs and shelter plans to be effective and sustainable.

For more information about the NOI25 Project, visit <https://www.habitat.org.ph/noi25>.

TERMS OF REFERENCE:

Habitat for Humanity Philippines is seeking to hire a consultant that will develop and implement an advocacy strategy that focuses on creating policies and mechanism that would unlock financing from government and private sector for socialized housing particularly for low income and informal settler families. The Consultant will also be responsible for providing expert advice and guidance on how to effectively engage with legislators and government officials, and ensure that the project’s interests are well represented in the policy-making process.

Scope of Work:

- Conduct a thorough analysis of the political and policy landscape in the housing sector to identify opportunities for engagement and funding, and potential threats to the project’s interests.
- Develop and implement an advocacy strategy that outlines key messages, target audiences, tactics, and timelines for engaging with government officials, stakeholders, and the media.
- Conduct research (including policy research and analysis) to generate evidence for policy positions, particularly in the area of funding for socialized housing
- Work with Habitat Philippines to develop policy positions and recommendations that reflect the project’s priorities and values.
- Build and maintain relationships with key government officials, civil society organizations, media, and other stakeholders to advance the project’s policy agenda.

- Monitor and analyze legislative and regulatory developments and provide timely updates and analysis to Habitat Philippines.
- Conduct research on existing possible source of funding from government agencies that can be tapped to fund the house construction for NOI25 in the next year.
- Plan and execute events and meetings with government officials, stakeholders, and opinion leaders to promote the project's policy agenda and build relationships.
- Provide strategic advice on, and develop written and oral communications materials, including briefing notes, speeches, and presentations.
- Draft bills/policies that are in line with the advocacy strategy, when necessary.

Deliverables:

- **Strategy and plans**
 - A working timeline for the submission of deliverables covered in this TOR
 - An advocacy and communications strategy that contains the key messages, target audiences, tactics, timelines for engaging with stakeholders (government officials, communities, civil society organizations, and the media), and the indicators and means of measuring success
- **Research**
 - A comprehensive analysis of the political and policy landscape, including a summary of key players, issues, and opportunities for engagement
 - Research output on possible funding avenue for CY2025 from government entities and other funding sources
 - Regular updates and analysis of legislative, regulatory and other relevant developments (including changes in tone/positions and alliances, news/trends and other factors that could impact stakeholders' behavior towards the projects' advocacy goals), with recommendations for action.
 - Other research outputs relevant to the advocacy agenda
- **Advocacy materials**
 - Policy positions and recommendations that reflect the project's priorities and values
 - Draft, present, and submit bills/policies that are in line with the advocacy strategy (as needed) to identified policy makers.
 - Written and oral communications materials that effectively communicate the project's policy positions and recommendations.
- **Stakeholder engagement**
 - A network of relationships with key government officials, civil society organizations, and opinion leaders that can be leveraged to advance our project's policy agenda
 - Successful execution of events and meetings with government officials, civil society organizations, opinion leaders, and other stakeholders

Timeline:

The consultant is expected to start work in **March 2024** and complete the project within 10 months (until **December 2024**). A progress report is expected to be submitted every month to assess the progress made.

Confidentiality:

The consultant will be required to sign a non-disclosure agreement that prohibits the disclosure of any confidential information that they may come across during the project.

Evaluation:

The consultant will be evaluated based on the approved indicators of success in the advocacy plan, which includes quality and timeliness of their work, their ability to build relationships with key stakeholders, and their effectiveness in advancing the project's policy agenda.

Qualifications:

- With at least 3 years of experience in policy advocacy engagements with legislators in the House of Representatives and Senate of the Philippines
- Has at least 3 years of experience in drafting bills focused on housing
- Preferably with experience in successful implementation of an advocacy campaign that led to a policy or systems change (Republic Act, executive policy, additional government budget allocation, etc.)

For interested parties, please prepare to share/submit:

1. Your expression of interest
2. Signed project proposal/quotation.
3. Proposed simple road map for the 10 months of project engagement to achieve the defined consultancy purpose.

Accreditation Documents for Company:

1. Company brief – background, experience, expertise, knowledge of housing related policies (Company Profile)
2. Potential members of your team (for this project), brief background of each.
3. Presentation of past successful efforts/projects, what interventions and why you believe these were successful. (List of Projects)
4. Copy of Certificate of Registration (BIR 2303)
5. Copy of Business Registration (DTI or SEC Registration)
6. Copy of Mayor's Business Permit (2024)
7. Copy of Sample Official Receipt

Accreditation Documents for Individuals:

1. Updated Resume - background, experience, expertise, knowledge of housing related policies
2. Potential members of your team (for this project), brief background of each.
3. Presentation of past successful efforts/projects, what interventions and why you believe these were successful. (List of Projects)
4. Copy of NBI or Police Clearance
5. Copy of Government-issued/Valid ID