

# MOWIP Methodology Explainer 1

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## Implementation partnership models and access to the Cornell GSS Lab and DCAF MOWIP Helpdesk support



*The MOWIP methodology has been developed jointly by the Cornell University Gender and Security Sector (GSS) Lab and Geneva Center for Security Sector Governance (DCAF). The MOWIP Methodology is the recommended methodology for applications to the Elsie Initiative Fund. To support the implementation of the MOWIP assessment, interested TPCCs can access technical support from the Cornell Gender and Security Sector (GSS) Lab and from the DCAF MOWIP Helpdesk. In this Explainer, we provide details on how TPCCs wishing to implement the MOWIP methodology can access the GSS Lab's support and the DCAF MOWIP Helpdesk services through partnership models A, B and C.*

### Partnership models for MOWIP implementation

There are three possible partnership models to implement the MOWIP assessment. Models A and B involve a partnership with the **GSS Lab** of Cornell University (<https://www.sabrinamkarim.com/gss-research>), led by Dr. Sabrina Karim, the lead author of the MOWIP methodology. In partnership models A and B, the role played by the GSS Lab can be flexible depending on the pre-existing capacity of the other project partners (see more info in Annex 1). The benefits of models A and B are that they allow direct collaboration with the lead author of the MOWIP methodology and the GSS Lab, who have had experience supporting and contributing to the implementation of MOWIP assessments in 11 different countries with more than 14 different security institutions. As such, the GSS Lab is a valuable repository of lessons learned and good practices. GSS Lab support integrates training of the national assessment/research team, monitoring, technical support, and troubleshooting during data collection, as well as data analysis and assessment report drafting. The level of engagement of the GSS Lab can be decided on a case-to-case basis, and the table below provides more information as to what a partnership model A or B would look like.

Model C is an option where the assessment is implemented by a national assessment partner/research institution. The national assessment team will require to have an in-depth understanding of the MOWIP methodology, experience in conducting large-scale surveys,

strong quantitative data analysis skills complemented with an understanding of gender and security issues, and good rapport/relationship and strong trust with the security institution being assessed. The national assessment team and the TPCC have access to the DCAF MOWIP helpdesk, including to the tools and templates from the MOWIP Toolbox, to ready made training materials, and to knowledge on best practises in implementing the MOWIP in other TPCCs.

**The three possible Partnership Models to impelement the MOWIP are presented below in more detail.**

<p style="text-align: center;"><b>A</b></p> <p style="text-align: center;"><b>The Cornell GSS Lab leads the data analysis and report drafting processes</b></p>	<p style="text-align: center;"><b>B</b></p> <p style="text-align: center;"><b>The Cornell GSS Lab in partnership with a national research institution completes data analysis and report writing processes</b></p>	<p style="text-align: center;"><b>C</b></p> <p style="text-align: center;"><b>The national research institution leads the data analysis and report writing processes</b></p>
<p><b>Nature of partnership</b></p>		
<p><b>TPCC uses an assessment partner to collect data and the Cornell GSS Lab processes and analyzes the data.</b></p> <p>Cornell trains and supports the assessment partner in preparing to conduct all the data collection (FFF, interviews, and survey), provides technical and advisory support to the assessment partner during the data collection, store the data collected in a secure storage location, cleans and analyses the data, and provides the assessment partner with the processed data and a draft report for them to use as the basis for the MOWIP Report.</p> <p>All MOWIP documentation and DCAF Helpdesk support are also available.</p>	<p><b>TPCC uses an assessment partner to collect data; and a national research institution in partnership with Cornell processes and analyzes the <u>survey data</u>.</b></p> <p><b>The national research institution processes and analyzes alone the fact-finding form and the key decision maker interviews data.</b></p> <p>Cornell provides support and capacity building to the assessment partner and national research institution as required. Assessment partner/national research institution write the MOWIP report.</p> <p>All MOWIP documentation and DCAF Helpdesk support are also available</p>	<p><b>TPCC uses an assessment partner to collect data and a national research institution processes and analyzes the data.</b></p> <p><b>No support available from Cornell GSS Lab</b></p> <p><b>See details of modes of support available by the DCAF Helpdesk below.</b></p>
<p><b>Data Agreement</b> - an agreement that outlines data security procedures, describes who has access to and ownership of the data, how the data will be used, and what happens to the data on the conclusion of a MOWIP ( see details in Annex 1).</p>		

<b>A</b>	<b>B</b>	<b>C</b>
<p>Optional, and is signed between Cornell University and the TPCC.</p> <p>Stipulates data security, use, and storage of survey data, (interviews and fact finding form) by Cornell University.</p> <p>National research institution can access data if/as stipulated by TPCC in the data agreement.</p> <p>Cornell stores and retains anonymized and de-identified data for own research purposes.</p>	<p>Optional, and is signed between Cornell University and the national research institution.</p> <p>Stipulates data security, use, and storage of the survey data by Cornell University.</p> <p>National research institution can access data if/as stipulated by TPCC in the agreement.</p> <p>Cornell stores and retains anonymized and de-identified data for own research purposes;</p>	<p>Required, and is signed between the security institution and national research institution only.</p> <p>National research institution stores data.</p> <p>Cornell University is not involved.</p>

## DCAF Helpdesk

### How to contact the Helpdesk

Email: [elsie@dcaf.ch](mailto:elsie@dcaf.ch) (English, French, or Spanish); we can arrange for follow-up conversations by email or video conference.

### Who can contact the Helpdesk

- Representatives of troop- and police-contributing countries interested in or currently undergoing a MOWIP assessment. (i.e. staff in ministries or security institutions).
- Staff at organizations currently or potentially supporting the implementation of a MOWIP assessment (i.e. assessment partners, national research institutions including universities).
- UN Women and other Participating UN Organization partner staff (incl. consultants) currently or potentially involved in a MOWIP assessment.

The DCAF Helpdesk is **free of charge**, and will generally be provided on a first-come, first-served basis. Priority will be given to countries receiving support from the Elsie Initiative Fund, and then to other TPCCs. In principle, support is provided remotely or in Geneva.

The purpose of the DCAF Helpdesk is to support the implementation of the MOWIP methodology by:

- Briefing TPCCs on what applying the MOWIP methodology would entail;
- Providing TPCCs with all the necessary documentation, tools and templates. available on the DCAF MOWIP Toolbox at [www.dcaf.ch/mowip](http://www.dcaf.ch/mowip);
- Supporting TPCCs by:
  - Providing templates and reviewing proposed budgets, timelines, and assessment plans needed to apply for project funding from the EIF to implement the MOWIP methodology;
  - Providing guidance on the selection of assessment partners, enumerators, and the composition of working groups within the security institution who will support the implementation of the methodology;
  - Providing lessons learned and best practices for solving any bottlenecks in the implementation of the MOWIP.
  - Providing training and communication materials to TPCCs and assessment partners on certain topics ( a training offer available upon request). **The national partner and DCAF will work closely together to identify training needs, prepare and eventually co-facilitate trainings and information sessions.**
  - Providing lessons learned on the validation processes

**The Helpdesk CANNOT:**

- Answer questions related to the EIF funding criteria, budget and reporting requirements (please refer these questions to the EIF Secretariat)
- Answer questions related to the details of data collection tools, processing or validation of data (please refer these to Cornell University for partnership Models A and B).
- Provide funds to TPCCs or take on project management responsibilities.
- Write a project proposal or draft a MOWIP report.

## Cornell Gender and Security Sector (GSS) Lab

### How to contact the Cornell Gender and Security Sector Lab

Email: the Gender and the Security Sector Lab ([gsslab@cornell.edu](mailto:gsslab@cornell.edu))(English); we can arrange for follow-up conversations by email, phone, or video conference. We generally arrange appointments on Mondays from 8:00 am – 4:00 pm Eastern (New York) time, or at other times upon request.

### Who can contact the Cornell GSS Lab

- Representatives of troop- and police-contributing countries interested in or currently undergoing a MOWIP assessment under **models A or B** (i.e. staff in ministries or security institutions).
- Staff at organizations currently or potentially supporting the implementation of a MOWIP assessment under **models A or B** (i.e. assessment partners, national research institutions including universities).
- UN Women and other UN Organization Partner staff (including consultants) currently or potentially involved in a MOWIP assessment under **models A or B**.

Support is provided to TPCCs (and their contracted assessment partners) **free of charge** and will generally be provided on a first-come, first-served basis. Priority will be given to countries receiving support from the Elsie Initiative Fund, and then to other TPCCs eligible for Official Development Assistance. If capacity is available, support at no cost can also be provided to TPCCs that are not applying to the Elsie Initiative Fund or are not eligible for Official Development Assistance.<sup>5</sup>

*Stakeholders working under **model C** are welcome to contact the DCAF Helpdesk, but however are unable to receive support from the Cornell GSS Lab.*

The primary purpose of the Cornell GSS Lab is to:

- Provide assistance and capacity-building to assessment partners on the technical aspects of the MOWIP methodology;
- Support assessment partners in meeting the minimum standards of the MOWIP methodology;
- Support assessment partners in processing the data collected;
- Support assessment partners in the presentation of the MOWIP methodology analysis for the country and Security Institution.

The specific modalities of the GSS Lab support to a TPCC are defined within the spectrum of partnership models A or B, with some flexibility to adjust to contextual capacities and needs (see Annex 1 below).

### Limitations

The Cornell GSS Lab cannot provide funds to TPCCs or assessment partners and cannot take on any project management, data collection, or final report drafting responsibilities. The primary working language of the Cornell GSS Lab is English. TPCCs wishing to use the Lab need to fund the translation of their data into English (unless otherwise agreed) and provide language interpretation for training and support if needed.

To use the Cornell GSS Lab, TPCCs are encouraged to sign a data agreement and adhere to Cornell University's ethical standards as determined by its Internal Review Board, in addition to any national ethical requirements.

A condition of using the Lab is that Cornell University must be given the right to retain the anonymised data and use it for their research purposes, which can include publishing academic papers. The use and storage of the data would be included in the data agreement. Note that Cornell will use this data anonymously and in an aggregated form. In other words, TPCCs and institutions will not be named in any published research. (Exceptions can be made upon request of the TPCCs or with the explicit, prior consent, but this is not a condition of accessing the Cornell GSS Lab.)

## **Annex 1: List of tasks performed by the Cornell GSS Lab in partnership models A and B**

**Project Management:** In all cases, all project management, including the planning and coordination phase, is led by the TPCC and their delegated project coordinator.

**Data collection and report-writing** are the responsibility of the (national) assessment team and/or the national research partner (i.e. a university or research institution). The Cornell GSS Lab cannot lead these activities.

**Translation:** In Models A and B, the data collected needs to be translated into English, and the skeleton report may need to be translated into the national language(s). The Cornell GSS Lab cannot finance or oversee translation.

In Model A, or B the below tasks are performed in collaboration with Cornell University. In Model B, the national research institution may play a leading role in analyzing the data with Cornell providing guidance. In all cases, the confidential and public MOWIP reports, including recommendations, are drafted and finalized by the assessment partners and/or the national university or research institute in collaboration with the security institution. **In Model C, all of the following tasks need to be performed by the national research institution.**

### **Planning Phase**

- Adapt methodology to security institution context (i.e. what has to remain / can be adjusted to ensure the validity of results; add additional indicators) in line with the minimum standards of the MOWIP methodology.

### **Data Collection: Fact-finding form (FFF)**

- Provide training on how to fill out the FFF.
- Support the assessment team in adapting the FFF to the national context.
- Provide guidance and feedback to the assessment team completing the FFF.

### **Data Collection: Key decision-maker Interviews**

- Provide training on how to implement the key decision-maker interviews.
- Provide guidance on the selection of interviewees and the conducting of interviews.

### **Data Collection: Survey**

- Support the assessment team in localizing the survey to the context by adjusting and adapting questions so that they gain approval from the security institution.
- Determining the sample size and sampling strategy for the survey.
- Training enumerators, troubleshooting any issues, and answering questions during survey implementation.
- Programming the survey software, overseeing the survey pilot, and incorporating adjustments.

- Secure storage of the survey data.
- Data cleaning.
- Creation of a data analysis spreadsheet.

### **Data Analysis**

- Using the data collected in the FFF, interviews, and survey to complete the MOWIP indicator form.
- Liaising with the assessment team to fill gaps in the MOWIP indicator form,
- Creating scales and scores from the MOWIP indicator form.
- Creating descriptive statistics from the survey (involves some statistical analysis using software).
- Drafting of a skeleton report containing:
  - A list of findings under each issue area (with analysis under Model A);
  - A spreadsheet with a descriptive analysis of the survey;
  - Scales and scores from the MOWIP indicator form;
  - Interview quotes that can be used.
- Limited guidance on report writing, such as suggestions for additions and modifications.
- Providing access to the de-identified data to TPCC, assessment partner, or national university for further research.

### **Validation Process**

- Presenting findings and answering questions at the oral report and/or validation workshop,

*The validation process is led by the assessment partner or national university or research institute. Any necessary interpretation and/or translation needs to be provided and paid for by the TPCC.*

### **Data Security**

All countries are encouraged to sign a data agreement with Cornell University. All data collected through Models A and B are stored securely by the Cornell GSS Lab in New York, USA with the option to use the Cornell Restricted Access Data Center (more information on the Data center can be requested.) Cornell University's ethical guidelines require safeguards that prevent any survey or interview respondents from facing reprisals from any colleagues as a result of their involvement in the project. They also require measures to prevent survey data from spreading throughout the country by accident. For this reason, survey data (typically collected using portable devices) cannot be accessed by enumerators once the survey has been completed. The data is uploaded to Cornell's secure servers and is not stored on devices in the country where the survey was conducted.



Once the data has been processed, only de-identified data is supplied to the assessment team for the MOWIP report. While the assessment team, national university, or security institution can request access to data that was not included in the report and can ask for additional queries to be run using the data, the data will never be released in a way that would allow individual respondents to be identified.

As part of the data agreement, the Cornell GSS Lab retains the right to access the data for their academic research. The data agreement also stipulates, however, that no individual TPCCs will be named in this research and that studies will only be conducted using aggregated data from several TPCCs. While allowing Cornell the right to access the data is a condition of using the Lab, the wording of the data agreement can be adapted to meet the needs and legal requirements of TPCCs and security institutions based on their specific national contexts.