Covenant of Mayors
in Sub-Saharan Africa

# GENDER ANALYSIS GUIDE

## FOR PROJECT DEVELOPMENT

A practical resource for Sub-Saharan African cities to mainstream gender in their climate and energy actions

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## What is this gender guide? Why do we need it?

The Covenant of Mayors in Sub-Saharan Africa (CoM SSA) is an initiative launched by the European Union (EU) to support local authorities in sub-Saharan Africa in their efforts to tackle climate challenges and ensure access to clean energy. As a continuation of the development of their Sustainable Energy Access and Climate Action Plans (SEACAP), CoM SSA signatories have the opportunity to create gender-responsive[1] climate and energy projects.

Gender equality is a significant objective of CoM SSA as tackling climate change and improving access to energy needs to be an inclusive process to lead to inclusive outcomes, contributing to reducing gender inequalities. In accordance with international standards, CoM SSA has therefore committed itself to mainstreaming gender across all activities implemented and projects supported.

**Gender mainstreaming** means including a gender perspective at all stages of the project cycle by following gender guidelines and adopting tools to make the project gender-inclusive and responsive as you will see in this **short guide.**

This guide is for local governments (LGs) in SSA to ensure that the climate and energy projects developed at the local level not only acknowledge the relevance of gender but are gender-inclusive and responsive too.

As illustrated in the following graphic, ensuring gender inclusivity and responsivity in projects requires LGs to undertake several steps throughout the project cycle:

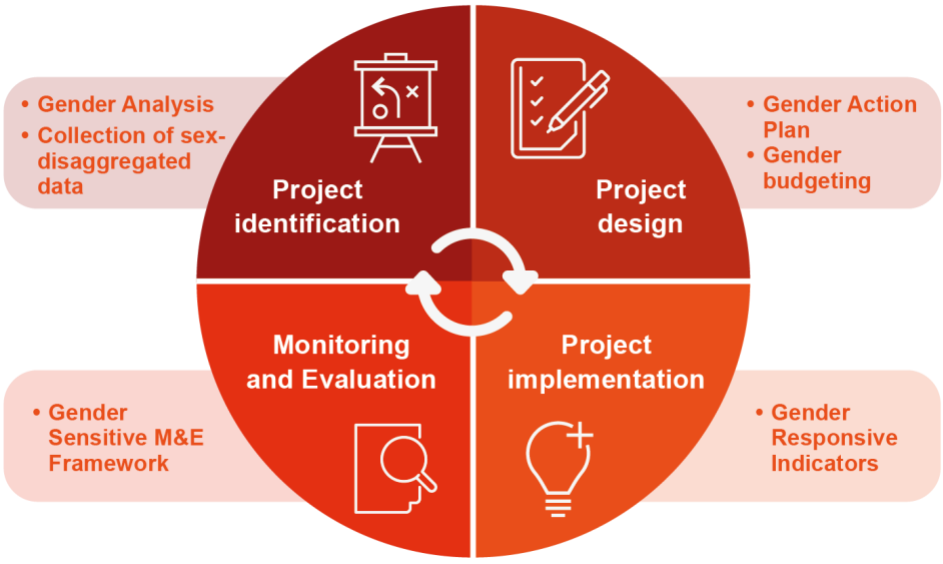


**Figure 1: Gender integration throughout the project cycle**

[1] Please refer to the **glossary** document for the definition of key concepts.

This guide will look specifically at how LGs can conduct a gender analysis at an early stage of their climate project identification that will also inform the project's design. This gender analysis can either be a standalone document or be conducted with the risk and vulnerability assessment (as part of the adaptation pillar of their SEACAP) or context analysis and be integrated into the project's early concept note.

## What is a gender analysis? Why do we need one?

Conducting a gender analysis in the identification phase of a project is the first step for designing gender-responsive projects. A preliminary gender analysis should be conducted at a very early stage and be revised and finalized throughout the project design. A gender analysis (also sometimes referred to as a gender assessment) helps gain insight into current gender relations and roles, as well as gender-specific interests, needs and potentials by identifying gender inequalities in a particular country, context and/or sector. It helps to:

**1)** identify potential steps towards more gender equality; and

**2)** avoid unintentionally exacerbating inequalities that might be initiated by the project.

It is well documented that climate change impacts men and women differently and places a disproportionate burden on women.[2] Their specific needs and roles in adaptation and mitigation efforts need to be taken into account when designing climate projects to ensure that they are effective.

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| **Gender negative** | Reinforces negative stereotypes or causes harm. |
| **Gender neutral** | No attention to gender equality. |
| **Gender sensitive** | Considers gender, beneficiaries are disaggregated by sex. |
| **Gender responsive** | Different needs and capacities are taken into account. |
| **Gender transformative** | Root causes for gender inequality are addressed, power structures and social norms are targeted. |

**Figure 2: Levels of gender integration**

[2] UNFCCC. (2019). Differentiated impacts of climate change on women and men; the integration of gender considerations in climate policies, plans and actions; and progress in enhancing gender balance in national climate delegations. [Online: 15 June 2022].

## How to conduct a gender analysis?

As noted above, the gender analysis should be conducted at the early stage of project design, as part of the project design process, and can be revised as needed as project design progresses. As a minimum standard, a gender analysis should include information on the number of men and women within a municipality or city, their ages, gender roles and responsibilities, detail on their productive and reproductive work[3] and detail on their access to and control over resources.

In order to fully grasp the extent of gender (in-)equality, the gender analysis should reveal prevailing **gendered norms**, look in depth into the gendered aspects of the **behaviour and practices** of the targeted groups, describe the role of **institutions** and put them into a context of **policies and laws** within each of the 5 steps.

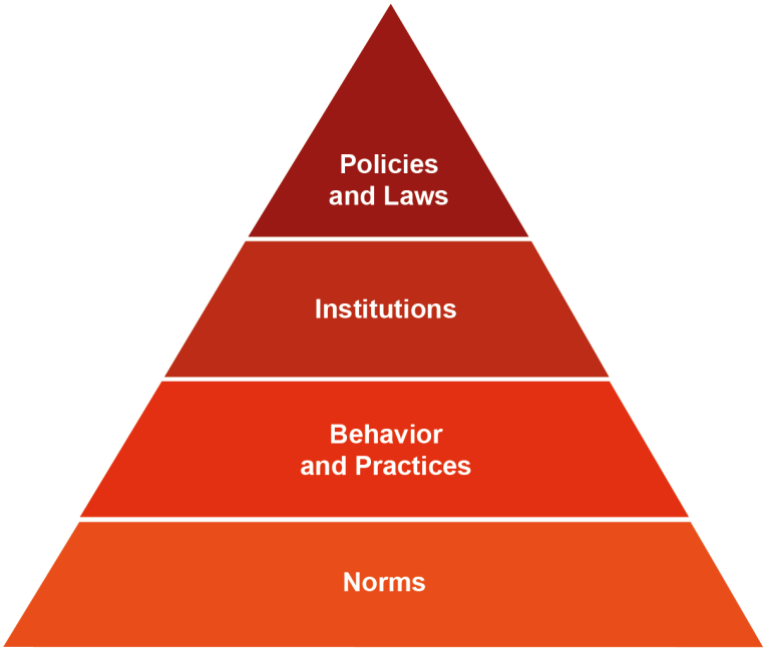


**Figure 3: Levels of analysis**

[3] Please refer to the **glossary** document for the definition of key concepts.

## This guide will detail 5 steps to conduct a gender analysis:

- Step 1: Determine who will conduct the gender analysis
- Step 2: Gather information on gender dimensions in the country or region
- Step 3: Gender dimensions locally and in the project specific sector
- Step 4: Gender responsiveness and expertise in the project team
- Step 5: Recommendations for a gender-responsive project design

**Please note:** depending on the project at hand, some components of the 5 steps for conducting a gender analysis below might play a more or a less significant role.

### Step 1: Determine who will conduct the gender analysis

The first step will be to identify the person/team responsible for conducting the gender analysis. This person/team should ideally be part of the broader project design team and have a deep understanding of the context that is being analysed (e.g., a local gender expert, a municipal staff member from the Department of Women, Youth and Persons with Disabilities or similar). A recommendation is for this person to have proven gender expertise.

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### Step 2: Gather information on gender dimensions in the country or region

As a next step, the person/team conducting the gender analysis can look into existing secondary data to determine which are the predominant social norms on masculinity, femininity and gender relations in the society of the country or context for planning a project in, to what extent gender equality is embedded in national policies and laws, which institutions are responsible for gender issues and what are the gendered practices that prevail in the country. Make sure to pay particular attention to the four levels of gendered norms, behaviour and practices of the targeted groups, role of institutions, policies and laws as outlined in Figure 3.

#### Enhancing the resilience of coastal communities in Liberia

The sea-level rise in Monrovia threatens the local communities and their livelihoods. As most fishmongers are women, the loss of mangroves and boat landing sites due to coastal storms and sea level rise will disproportionately affect women and will exacerbate existing gender inequality in the country. However, the conducted gender analysis showed that not all women and men are affected in the same way.

The gender analysis gathers information from available data from studies conducted by the Government of Liberia, UN bodies and civil society organizations, donor agencies and multilateral development banks to show why it is important to not only intentionally target and benefit women, but also consider the intersectional vulnerability. There are some categories that face additional forms of marginalization and stigma due to poverty, health and disabilities, including women, youth and children, the elderly, people living with disabilities and marginalized groups such as those with HIV/aids and LGBTIs living in the target areas.

- ☑ Read the Universal Periodic Reviews or CEDAW reports on the target country on the website of the OHCHR | Countries.
- ☑ Find the national gender inequality index and explore the different indicators used on the OECD Social Institutions and Gender Index (SIGI) website.
- ☑ Collect sex-disaggregated demographic data relevant to the project country/region based on the most recent national census. Prioritize the data most relevant to your local context, if available already from the city level.
- ☑ Find and read relevant studies on gender inequalities that are particularly present in the target country/region.

What general data on gender roles and inequalities in your country can you collect from the platforms provided?

### Step 3: Gather information on the gender dimensions locally and in the project specific sector

After collecting data on the broader context or country, the next step of conducting a gender analysis is to collect data that is specific to the gender dimensions in your local municipality or city and the specific sector of the project idea (i.e., mobility, waste, access to energy). The objective of this step is to determine whether there are any forms of legal, political, economic, social, cultural or other forms of discrimination in the sector of the project. How do the gendered social norms that were explored in Step 2 affect access to services and resources in the specific project sector? Are people of different genders involved in decision-making processes in this sector? Ensure that a gender-sensitive participatory approach is adopted when collecting data to be able to design a project that responds to the needs and challenges of all members of the community.

- ☑ Analyse important sector-specific documents from the relevant ministries and departments of the local government with regards to their gender dimension.
- ☑ Obtain information on site through household surveys, key informant interviews and/or focus group discussions.

#### Botswana´s Communal Rangelands

The project aims at restoring vegetation in communal rangelands that have been impacted by climate change to increase adaptive capacity. The conducted gender analysis reveals the unequal decision-making power between men and women concerning livestock and effects of patrilineal inheritance laws on women resulting in female-headed households having fewer livestock and therefore higher poverty rates.

As a way to gather data on the customary laws and practices that cannot necessarily be identified by doing a desk review of official documents, the process to produce the gender analysis included holding kgotla meetings (traditional community meetings). Despite women and men equally being present at these traditional meetings, men were much more vocal, wherefore these meetings were supplemented with **focus group discussions** primarily targeting women in order to give them a chance to present their challenges and needs in relation to climate change. The demonstration of the lived realities of women living in poverty and interrelatedness between climate change and gender inequality resulted in gender being considered in activities such as job creation, gender-focused economic empowerment activities, as well as the training and learning of existing local structures with regards to gender capacity.

Now think about a climate project that is in your SEACAP. What data source would you use or recommend to the person developing the gender analysis to collect gender data specific to the project's sector and targeted area?

### Step 4: Analyse the gender responsiveness and expertise in the project team

It is then necessary for the person/team conducting the gender analysis to analyse the individuals involved in the project identification from a gender perspective in order to identify possible deficits and levers for the consideration of gender aspects in the project. As mentioned above, someone with gender expertise should ideally lead the gender analysis to inform the project identification and design. However, it is recommended that the rest of the project team should also include gender expertise as much as possible and be representative of different genders to ensure that gender considerations shape the project. The person/team conducting the gender analysis can include the following elements in this section of the gender analysis:

- ☑ Analyse how people with different genders are represented in the team (e.g., at different specialist and hierarchical levels).
- ☑ Describe how the topic of gender equality is embedded in the structures and processes of the local government and partner organisations (e.g., consultants or NGO).
- ☑ Investigate and outline the gender expertise in the different units or departments of the local government.

? Who would be the project team for the specific project you selected in your SEACAP? Is there gender expertise in the sectoral department(s) relevant to this project? Is there another department specific to women or marginalised groups that could get involved? Is there a local gender consultant or NGO with expertise in this sector that could be contracted for this work?

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### Step 5: Recommendations for a gender-responsive project design

The final step of the gender analysis is to draw initial conclusions based on the findings from the previous steps and formulate recommendations that could be taken up during the project design. Some leading questions could be:

#### Enhancing community resilience and water security in Kenya

Kenya is confronting extreme water insecurity. The country has limited freshwater and faces chronic water scarcity and high rainfall variability, worsened by climate change impacts. The project therefore aims at increasing water security and strengthen communities' resilience to climate change.

The gender analysis is designed to identify and propose remedies to gender-based inequalities with regards to access to resources, the level of knowledge acquisition and skills, cultural beliefs and perceptions, participation and decision making, legal rights and status, and time availability and space, specifically concerning the location of water points. It is also aimed at proactively avoiding possible project outcomes that could exacerbate existing inequality or generate new forms of disparity.

The gender analysis has shown that gender norms result in women having primary responsibilities for water provision. It therefore concludes with recommending creating of a gender-inclusive committee to gather and disseminate climate information from local water catchment communities and county governments with 51 % of women and 49 % men involved in information gathering, design stages and communication strategies of the project development.

- ☑ Conclude on the main gender inequalities that are relevant in your sector identified in the gender analysis.
- ☑ Recommend the most important measures that the project should implement in order to prevent or work against the consolidation or aggravation of the identified gender inequalities.

? How would you integrate the gender analysis findings into the project design? How is the topic of gender equality embedded in the structures and processes of your municipality or city? What needs for support are there in this regard?

## Links to additional resources

Templates and tools for conducting a gender analysis:

**Womenability Association and Cities Alliance. (2022).**
Women-Friendly Urban Planning: A Toolkit from Cities of the Global South
[Online: 10 June 2022].

**Jhpiego – Johns Hopkins University affiliate. (2016).**
Gender Analysis Framework | Gender Analysis Toolkit for Health Systems | Jhpiego
[Online: 14 June 2022].

**The Swedish International Development Cooperation Agency (SIDA). (2015).**
Gender Toolbox | Sida
[Online: 14 June 2022].

**Organization for Economic Co-operation and Development (OECD). (2016).**
Handbook on Gender Equality Policy Marker
[Online: 14 June 2022].

**Cities Alliance. (2022).**
Checklist for Mainstreaming Gender [Online: 10 June 2022].

**User guide – Gender-sensitive public lightning: why and how? | CoM SSA**
Gender-sensitive public lighting user guide
[Online: 10 June 2022].

**African Development Bank (AfDB). (2020).**
The Gender-Responsive Climate-Resilient Solutions in Africa report
[Online: 15 June 2022].

**UNIDO, Guide to Gender Analysis and Gender Mainstreaming the Project Cycle, 2019.**
Gender_mainstreaming_Guide_1_Main guide.pdf (unido.org)
[Online: 28 June 2022].

Relevant websites for gender data:

**OECD:** SIGI – Social Institutions and Gender Index
**World Economic Forum:** Global Gender Gap Index
**World Bank:** Gender Data Portal
**UN Women:** Global Database on Violence Against Women
**World Bank:** Women, Business and the Law
**UNICEF:** FGM Database
**UN Women:** Global Gender Equality Constitutional Database
**FAO:** Gender and Land Rights Database

Further questions? Scan the QR code to discover the gender glossary and other resources to help local governments mainstream gender in their climate and energy actions.