REQUEST FOR EXPRESSION OF INTEREST

RECRUITMENT OF A CONSULTANT TO CONDUCT AN END OF PROGRAM EVALUATION

ASSIGNMENT: END-TERM EVALUATION FOR THE CIVIL SOCIETY IN CROSS BORDER REGIONS PROGRAM

CONTRACTOR: HIVOS EAST AFRICA

14th September 2020
1.0 Background
Hivos Foundation is an international development organization guided by humanist values. In partnership with local civil society organizations in developing countries, Hivos strives to contribute to a free, fair and sustainable world.

Since 2018, Hivos has been implementing the ‘Empowering informal civil society in the Eastern Africa border regions program (Cross border program)’ with support from the Robert Bosch Stiftung. The program is a pilot that seeks to enable trustworthy personalities of the informal civil society and among pastoralists to integrate their expertise into debates on resource planning and implementation and to bring them into dialogue among themselves and with relevant stakeholders. It also seeks to reinforce existing good practices of trustworthy personalities through documentation on positive practices. The program is implemented at the Kenya-Uganda border and targets communities in the Turkana and Moroto regions.

The program’s main goal is to ensure that the voices of pastoralist communities are heard and harnessed in natural resources management. Specifically, the project seeks to strengthen participation of borderland pastoralists in decision-making processes on natural resource management.

The program targets hard-to-reach pastoralist connectors including key trusted personalities (traditional leaders, elders, women and youth), mobile pastoralists, and Community Institutions (CIs), in the borderland regions of Rupa sub county, Moroto, Karamoja, Uganda and Loima (Turkana).

2.0 The Rationale
Local pastoralists communities face a number of challenges that have contributed to the levels of poverty in these regions. One of the challenges they experience is lack of participation by pastoralists in matters that are of concern to them. The pastoralists do not have a platform to convey their messages and share their knowledge with the relevant stakeholders; the county government, the media, research institutions and international development organizations.

Hivos is bringing together the local pastoralists, the county government, the media, the academic institutions and local and international NGOs to explore successful interventions that empower informal civil society in Turkana and Moroto Regions.

3.0 Consultancy Description
Hivos East Africa is seeking to procure the services of a consultant to conduct an end of project evaluation of the ‘Empowering informal civil society in the Eastern Africa border regions program (Cross border program)’. The consultant will be expected to visit project sites in Lodwar and Moroto in Uganda.
Purpose and objectives of the consultancy

This assignment is an end of program evaluation and will focus on the entire period of implementation (2018 - 2020).

The main objective of the evaluation is to assess the performance of the program since inception by documenting the extent to which the goal and objectives were achieved, successes, lessons learned, challenges, strengths and weaknesses.

Intended use of the Evaluation Findings:

The intended users for the findings of this evaluation are Hivos, the donor, partners, beneficiaries and key stakeholders under the program.

Hivos will use the findings of this evaluation:

1. To showcase the implementation of the pilot program to the donor, partners, beneficiaries and key stakeholders.
2. To present learnings to stakeholders for purposes of improving future interventions.
3. To inform the design of a programme in light of the results, learnings identified.

The evaluation will be guided by the Organization for Economic Cooperation and Development (OECD) criteria of;

A: Effectiveness
- What are the results (changes at outcome level, intended and unintended) of the pilot program?
- To what degree has the pilot program contributed to the said changes at outcome level, intended and unintended?
- What is the indicator status in comparison to the baseline figures?
- Were the planned geographical areas and target groups successfully reached?

B: Efficiency
- To what degree was there value for money in the program? Could things have been done differently in order to achieve better value for money?
- What was the timeliness of inputs and timeliness of outputs?
- What was the quality of outputs achieved in relation to the expenditure incurred, resources used?

C: Relevance
- Did the interventions meet the needs and priorities of the target groups?
- Do the project’s outcomes contribute to objectives of the pilot program? If so, to what extent?
- Have the trainings, participation in decision-making processes, activities of the program led to critical participation in civil society on cross border regions in natural resources management?
D: Sustainability
- To what degree are the results of the program sustainable?
- What sustainability measures, mechanisms were put in place, financial or technical under the program?
- Is there commitment from stakeholders (government, local authorities, and civil society) in the project areas, to ensure sustainability of the results of the program?
- What other innovative program can be implemented within the region?
- What successful models can be replicated?
- What are the funding options available?

E: Lessons learnt, Recommendations & Conclusion
- Documentation of lessons learnt, good practices, and recommendations on how the project’s effectiveness, efficiency, relevance and sustainability could have been better for program learning purposes.

Evaluation Methodology
The successful consultant is required to propose methods of sampling, data collection and analysis while referring to ethics, standards & safeguarding procedures detailed in the UNEG Code of Conduct for Evaluation in the UN system and/or UNEG Ethical Guidelines). Nonetheless, the proposed methodology should be robust enough to assess the qualitative and quantitative dimensions of the program progress, lessons, strengths and weaknesses in design and implementation.

Following the inception meeting, a detailed methodology, data collection tools and work plan will be submitted by the consultancy team.

The Evaluation methodology will include the following:

1. Desk research.
2. Consultative online meetings/interviews with program staff, partners, beneficiaries and target populations of the program as well as key stakeholders. The consultant will be responsible for selecting the interviewees.
3. Validation workshops (can possibly be done online) with program staff and identified partners.

Scope of the consultancy
The consultant is expected to;
- Review the context, assessing the relevance of interventions thus far under the program
- Submit a detailed Inception Report (which includes work plan, methodology and tools to be used)
- Prepare a draft evaluation report for review
- Submit a Final End of Term Evaluation Report with supporting annexes (e.g. interview responses)
Timeline:
The consultancy team is anticipated to carry out the assignment between 21st October 2020 to 26th November 2020. The first draft should be submitted by 10th November 2020, with validation workshops held by mid November 2020 and final report submitted by 21st November 2020. All deliverables shall be submitted no later than 10th December 2020.

Logistics for Activity
Ideally, the evaluation will be conducted in Turkana, Kenya and Moroto, Uganda, and will entail review of project documentation, interviews with project teams at Hivos and partner levels and interviews with direct and indirect beneficiaries under the project. The particular dates of the evaluation will be discussed further with the consultant, in light of the emergence and spread of the COVID-19 virus and changing government response in managing the pandemic.

Competencies
The consultant should:

1. Demonstrate at least 4 years’ experience in conducting mid-term or end-term evaluations of governance, public engagement, participatory governance and natural resources management projects.
2. Have a good understanding of the civil society in cross border regions dynamics, public participation and governance process among pastoralist communities and mechanisms for communities' involvement in natural resources management.
3. Be well versed with civic engagement models, modalities around successful public participation, and community involvement in natural resources management
4. Have a good understanding of the topography dynamics in the Turkana and Moroto areas will be an added advantage.
5. Have a Bachelor’s degree in the social sciences, arts, or a related and relevant field.
6. Have excellent planning and facilitation skills.
7. Be excellent in written and spoken English

4.0 Consultancy duration
The assignment will run for 10 working days, including preparatory activities.
5.0 Application Process

Submission Requirements
Hivos is requesting the consultancy team to submit a detailed proposal comprising the following:

- A cover letter
- Technical Proposal document comprising of:
  - Background of the Consultancy firm/individual
  - Understanding of the ToR
  - Proposed Methodology
  - Work-plan with clear timelines and deliverables
  - Team composition including qualifications and relevant experience.
    (All CVs of the team members must be annexed)
- A detailed Financial Proposal
- A minimum of 3 referees
- Proof of previous assignments of a similar nature

Interested applicants should send an Expression of Interest (EOI) to the address eastafrica@hivos.org, by 5th October 2020, 5.00pm. The email subject should read: EOI – Evaluation, Cross Border Project. Only shortlisted candidates will be contacted.

All communication regarding the proposal must be made via the e-mail address provided only.