BMGF project end term evaluation – Call for independent consultants

Terms of reference
About the SDGs Kenya Forum

The SDGs Kenya Forum (the Forum) is an inclusive national membership platform and a convener on the 2030 Agenda for Sustainable Development Goals (SDGs). The Forum provides space for structured and coordinated civil society organisation (CSOs) engagement with (national and subnational) governments, citizens, the private sector, media, academia and development partners.

The forum engages with the government of Kenya and all stakeholders on the implementation, review and follow-up on the 2030 Agenda for Sustainable Development. With citizens at its centre, the SDGs Kenya Forum engages all these stakeholders to implement, monitor and report on SDGs and the Agenda 2030.

Development Initiatives (DI) hosts the SDGs Kenya Forum Secretariat and is a strategic partner in strengthening the SDGs Kenya Forum as an accountability platform for gender and development.

BMGF Project

During the Second phase of this project, the SDGs Kenya Forum together with our Implementing partners (Federation of Women Lawyers in Kenya (FIDA), Kenya Female Advisory Organization (KEFEADO), GROOTS, White Ribbon Alliance (WRA), Women Empowerment Link (WEL), and Centre for Rights Education and Awareness (CREAW) Akili Dada and Polycom Girls)) continued to work with both national and county governments, and those with a stake in gender equality to put in place supportive legal, policy, and institutional frameworks for the implementation of SDG5 Targets and Indicators. As such, the Forum continued to support the development of gender policies and their adoption, as well as the development of action plans (strategies) to actualise the policies.

Towards Gender Equality prioritisation: We undertook sensitisations on Gender-Responsive Budgeting, for both national and county government officials; strengthened existing gender equality institutional frameworks, such as the Gender Technical Working Groups (GTWGs) and gender champions. We supported the three counties with establishing the GTWGs and gender champions and capacity building.

Towards implementation of Generation Equality Forum (GEF) Commitments: The Forum, together with our Implementing partners (CREAW & Akili Dada), continued to engage and participate in the GEF Steering Committee as well as GEF Advisory Group under the State Department for Gender to cascade the Commitments. We supported the development of the M&E Framework and popularising and supporting roll out of the commitments into the counties. The Forum is currently developing a GEF dashboard that will serve as a central data repository for civil society organisations to support in the development of shadow reports on GEF commitments. The government will however be developing its own tracking system and reporting mechanism, and we will endeavor to develop comparative results to establish the true picture of the GEF implementation status in Kenya. This investment seeks to map at the initial stage the GEF commitments...
into the SDGs. Annually, the project ensured the development of annual SDGs reporting that integrated the GEF commitments.

Towards Women’s Economic Empowerment (WEE): The Forum with the implementing partners supported counties to actualise the Economic Empowerment Bills to ensure more funding towards women’s economic empowerment as well as women’s economic forums. These forums continued the implementation of mentorship programs, entrepreneurship training, sensitisation/capacity building on the availability of opportunities, as well as leveraging digital platforms for information sharing, training, and connecting women to opportunities. The Forum continued to synergise on the partnership with the Kenya National Chambers of Commerce and Industries (KNCCI) and Kenya Private Sector Association (KEPSA) to link and identify additional opportunities for WEE in the private sector. Even with increased Affirmative Action Funds targeting women and vulnerable groups, existing evidence shows curtailed uptake. There is therefore a need for continued capacity building for the uptake of funds. It is worth noting that the Forum is a member of the four pillars of gender under the State Department for Gender and one of the main pillars is Socioeconomic Empowerment, embodied by the socioeconomic technical working group. Through this group, the Forum sought to support and contribute to both policy and practice in WEE especially during this period when the government is keen to revive and re-engineer the economy.

To strengthen the Forum as an accountability platform, the Forum facilitated the development of the civil society organisations’ contribution towards the Voluntary National Reports (VNR) for Kenya on the gender indicators to complement government reporting procedures.

The Forum sought to ensure the SDGs implementation is accelerated. This included tracking several gender targets, indicators and issues that cut across the 17 goals. The Forum strengthened CSOs’ Collective Advocacy Impact through the Gender Technical Working Groups (GTWGs) and the SDGs platform on gender. The Forum also looked to leverage on its partners advocacy roles as members of the GTWGs to influence multisectoral engagement and strengthen the CSOs’ representation in global and regional advocacy engagements. This included partners for review and high-level political forums as well as having it as an accountability platform for SDGs reporting and review in Kenya. This change was made possible, documented and driven through the reinforcement of the Forum’s resource and social media platforms as well as the engagement with the media and CSOs through sharing and reporting on documentaries and stories.

For enhanced accountability, the Forum improved collection and use of citizen-generated data. This work formed core aspects of the citizen-generated data that would be used to complement traditional state data sources in responding to issues that affect women and girls. Strong collaboration and partnerships ensured that the National Statistical Office/ Kenya National Bureau of Statistics, and other data producers and users, put more effort towards producing timely, accurate, exhaustive, quality, and comprehensive data that is core to orientating every policy dialogue to ensure gender issues are well articulated. Investments towards gender equality required updated data for proper understanding of the situation as well as ensuring No One Is Left Behind.
In the second phase of the BMGF Investment, the SDGs Kenya Forum Focused on two main goals:

- Accelerating SDG5 implementation in Kenya, by supporting the government’s and CSOs’ ability to deliver on gender equality priorities.
- Strengthening the Forum as an accountability platform on SDGs Implementation in Kenya.

The project outcomes are:

- Increase implementation and funding of policies that advance WEE and make it a priority at the national level.
- Strengthen the ability of governments and CSOs to deliver on gender equality policy priorities.
- Strengthen the Forum as an Accountability Platform for CSOs’ Collective Advocacy and Impact on SDGs.
- Improved Data generation (Including SDG5 data) and capacity to use, improve Global Gender Data SDG 5 Advocacy-Data Research and accountability.

**Purpose of the role**

The [SDGs Kenya Forum](#) is looking for a consultant to support the Bill & Melinda Gates Foundation (BMGF) Project endline evaluation exercise which seeks to assess the relevance, effectiveness, efficiency, coherence, knowledge management, impact and sustainability of the project.

**General objective:** This endline study seeks to assess the relevance, effectiveness, efficiency, coherence, knowledge management, impact and sustainability of the project.

The specific objectives of the endline evaluation exercise are to:

- Assess the progress made by the coalition for sustainable development (SDGs Kenya Forum) and implementing partners (IPs) towards the two project focus areas.
- Assess the changes at national and county level based on the Phase 1 baseline survey and the Phase 2 outcome areas.
- Identify key outcomes and achievements of the project in terms of governance, management, programming and sustainability by the Forum and the IPs.
- Evaluate the delivery of quality services and advocacy by IPs to advance gender equality as well as the effectiveness of national and county women’s rights platforms, and women’s economic empowerment forums, networks, and alliances in influencing policy change and implementation.
- Identify the best practices, lessons learnt and achieved during the implementation of the project.
• Make suggestions that will improve the design and implementation of similar future interventions based on the best practices identified and challenges faced.

Scope of work

The evaluation will cover all project activities from **January 2022 to June 2024** implemented at the national, regional/global and county levels where the eight (8) implementing partners are operating. The counties of operation are Nairobi, Kisumu, Kilifi, Bomet, Samburu, Kajiado, Nakuru and Kakamega.

Evaluation questions

The purpose of this evaluation is to assess the progress made against the goals/outcomes and to provide a body of evidence to the donor about the impact of the project. The following questions should guide the evaluation.

Relevance

• To what extent are the stated outcomes and outputs for the BMGF project on track?
• To what extent did the objectives and design respond to target audiences’ global, regional, national and county needs and priorities, and continue to do so?
• What factors have contributed to achieving or hindering achievement of the intended outputs and outcomes?
• Was the strategy adopted and inputs identified realistic, appropriate and adequate for achievement of the results?

Effectiveness

• Were the project management strategies effective in delivering desired/planned results?
• Were the strategies and tools used in the implementation of the project effective?
• Was the project effective in responding to the needs of the target audiences, and what results can we show?
• To what extent were the intended project goals, outcomes and outputs (project results) achieved?
• What are the contributions made by each of the key project approaches employed for the realisation of the overarching outcomes of the project?
• To what extent were the approaches an effective mechanism towards promoting gender equity, women’s economic empowerment (WEE) and actualisation of the GEF commitments? What can be strengthened moving forward?

Efficiency

• Was the project implemented efficiently, cost-effectively, and was it able to adapt to any emerging issues and changing conditions?
• To what extent did project-level monitoring and evaluation systems, reporting, and communication support the implementation?
• Do project activities overlap and duplicate other similar interventions?
• Could a different approach have produced better results?
• How efficient are the management and accountability structures of the project?
• What were the strengths, weaknesses, opportunities and threats of the project's implementation process?

Coherence

• To what extent were the project interventions linked with the SDGs Kenya Forum Strategic Plan priorities and interventions?
• To what extent were the project interventions linked with the BMGF, SDGs reporting frameworks and other interventions such as national and county annual operating plan activities?
• Was the project intervention consistent with other actors’ interventions in implementing partner counties? What were the areas of complementarity, harmonisation and coordination with others, and how did these avoid duplication of effort?

Impact and sustainability

• Was the project oriented towards achieving the expected impacts? What are the effects of the project, intended or unintended, positive or negative, short term or long term?
• How did the intervention cause higher-level effects (such as changes in norms or systems)?
• Could the project approaches or results be replicated or scaled up by or with other partners?
• What would support their replication and scaling up?
• Were any further activities / inputs needed to ensure sustainability of the project?

Knowledge generation and management

• Describe the main lessons and promising practices that have emerged?
• What are the recommendations for similar support in future (the recommendations should provide comprehensive proposals for future interventions based on the current evaluation findings).

Technical duties

To undertake the BMGF project end term evaluation, the consultant is expected to develop and submit a technical and financial proposal (in US$) which should include a description of the proposed methodology to be used and a schedule of planned activities/workplan.
Key deliverables

The consultant will ensure delivery of the following:

a) Inception report: The inception report will outline the scope of the work and intended work plan. It will provide SDGs Kenya Forum with the opportunity to verify that they share the same understanding about the Terms of Reference (ToR) and should therefore detail the consultant’s understanding and interpretation of the ToR, methodology, implementation schedule and data collection. This should cover structuring of the study, document review, quantitative/qualitative data collection, the design of data collection instruments (sample size, fieldwork planning and implementation, data collection plan, data entry and analysis plan), and budget forecast. The inception report will be discussed and agreed upon with the SDGs Kenya Forum and the project’s implementing partners.

b) Draft endline report: The report will consist of an executive summary, background, methodology, findings by objective/evaluation criteria, conclusion and recommendations. The annexes should be attached including an updated monitoring and evaluation (M&E) impact matrix, raw datasets, analysed datasets, a copy of the ToR, and a list of stakeholders consulted.

c) Validation workshop: The draft report will be validated through a centralised workshop organised by the SDGs Kenya Forum to corroborate the findings.

d) The final report and summarised PowerPoint presentation: This will be presented five days after the validation workshop and following the reception of comments on the draft report.

Approach and methodology

The consultant should propose the appropriate study design and data collection techniques for the evaluation. The approach identified should facilitate data validation, reduce the likelihood of bias and enrich the findings based on the evaluation questions and objectives. The tools may include household surveys, key informant interviews (KII) and Focus Group Discussions (FGDs). In each case, a detailed description of the tools should be provided alongside their relevance for the data collection process. Other areas of interest would include sampling design, data collection and analysis procedures, quality assurance and ethical considerations.

Professional qualifications and experience required

- At least a master’s degree in development studies, social development and management, public policy and management, research methodology, monitoring and evaluation or social policy
- A PhD in any of the above areas will be an advantage
- Professional certification in monitoring and evaluation (M&E) or project management is preferred but not necessary
- At least 10 years’ experience of Bill & Melinda Gates Foundation (BMGF)/USAID/DANIDA/EU/UN programme evaluation in a development context
targeting the Sustainable Development Goals, and proven accomplishment in undertaking evaluations, including leading evaluations of multi-stakeholder programmes for development organisations in East Africa

- Extensive experience of programme formulation, monitoring, evaluation, learning and research
- Excellent written and verbal communication skills in English.

Duration and indicative timelines

There are 25 working days allotted for the evaluation with the work scheduled to take place in August/September 2024.

Supervision and work arrangements

The consultant will work under overall supervision of the Program Manager with technical guidance and support through the Gender Lead and M&E Lead.

Please send your proposal by email to HRAfrica@devinit.org with the subject line: TECHNICAL AND COST PROPOSAL FOR BMGF END TERM EVALUATION.

In the proposal, the consultant should provide:

1. A narrative describing the approach and methodology, workplan and total financial implementation costs
2. Resumés of the key personnel involved
3. Demonstrated proof of undertaking similar assignments
4. Full names and contact information of the consultant or contact person within the consulting team
5. Certificate of incorporation or registration certificate for firms
6. Valid tax compliance certificate and PIN certificate
7. Full names of consultants/directors/proprietors.

Please note that hard-copy documents will not be accepted.

The closing date for applications is 15 July 2024.

About Development Initiatives

Development Initiatives, host of the SDGs Kenya Forum, is an independent international development organisation working on the use of data to drive poverty eradication and sustainable development.

We work to ensure that decisions about the allocation of finance and resources result in an end to poverty, increase the resilience of the world’s most vulnerable people, and ensure no one is left behind. We want these decisions to be underpinned by good quality, transparent data and evidence on poverty and resources, and lead to increased accountability and sustainable long-term outcomes.
DI was established in 1993, and since then our partnerships across the world have enabled us to expand from a small organisation in south-west England to a staff of over 50 people working in Kenya, Uganda, the UK and the US.
Contacts:

Emily Omego
Finance and Operations Manager
emily.omego@devinit.org

Development Initiatives is the trading name of Development Initiatives Poverty Research Ltd, registered in England and Wales, Company No. 06368740, and DI International Ltd, registered in England and Wales, Company No. 5802543. Registered Office: First Floor Centre, The Quorum, Bond Street South, Bristol, BS1 3AE, UK.

UK OFFICE
Development Initiatives
First Floor Centre, The Quorum, Bond Street South, Bristol, BS1 3AE, UK
+44 (0) 1179 272 505

KENYA OFFICE
Development Initiatives
Shelter Afrique Building
4th Floor, Mamlaka Road
Nairobi, Kenya
PO Box 102802-00101
+254 (0) 20 272 5346

US OFFICE
Development Initiatives
110 13th Street, NW,
Suite 800, Washington DC 20005, US