

CONSULTANCY TO CONDUCT END OF WAJIBIKA PROJECT EVALUATION

Reference Number: YAA/CEO/06/11-25-2020

Date: 26th November 2020

Deadline: 8th December 2020

1. BACKGROUND

The Youth Agenda (YAA) is an independent, national, non-profit non-partisan youth organization duly registered with the Government of Kenya. Founded in 1996 Youth Agenda has been a leading advocate for young people by developing their capacity and consistently engaged in advocacy to protect and promote youth access to political, economic and social opportunities. Youth Agenda is a membership organization of youth organizations.

2. CONTEXT

With the support of UNDP Kenya, Youth Agenda is implementing a project dubbed 'WAJIBIKA' that seeks to is to promote: prudent use of public resources, compliance with the Public Finance Management legal frameworks and promote transparency in the administration of the Covid 19 response funds in Nairobi County. The expected project results include:

1. Improved access to information on Covid 19 response and County procurement
2. Improved accountability in administration of the Covid 19 response funds.
3. Adherence to the Legal Frameworks on public expenditure as per PFM Act 2012.

Forming part of the project deliverables, Youth Agenda seeks to undertake an end of project evaluation for the six months project.

3. CONSULTANCY PURPOSE AND OBJECTIVES

The purpose of this consultancy is to provide an independent investigation of the project in order to assess project effectiveness, efficiency, relevance and sustainability, as well as collate best practices and lessons learned. This will be based on an examination of the project's logical framework and activities implemented.

4. Key Evaluation Questions

Effectiveness:

- Describe the results (changes at outcome level, intended and unintended) of the programme.
- To what degree can these changes be interpreted as positive (or negative) steps towards the objectives of the programme?
- To what degree has the programme contributed to these changes?
- To what degree has the Wajibika risk analysis of the program contributed to the level of effectiveness?

Efficiency:

- To what level was the value for money applied in the programme?
- Could things have been done differently in order to achieve better value for money?

Relevance:

- Did the interventions meet the needs and priorities of the target groups?
- Assess the extent to which the project's outcomes contribute to objectives of the programme.
- Have the advocacy and lobby activities of the programme led to increased support from government, local authorities, civil society and the general public?

Sustainability:

- To what degree are the results of the programme sustainable?
- Analyse the sustainability mechanisms established by the project. What sustainability measures were put in place, financial or technical?
- Is the commitment of stakeholders (government, local authorities, civil society) in the project areas strong enough to ensure sustainability of the results of the programme?

Lessons learnt, Recommendations & Conclusion:

- Document lessons learnt and good practices and make recommendations on how the project's effectiveness, efficiency, relevance and sustainability could have been better for programme learning purposes.

5. SCOPE OF THE WORK

The evaluation will focus on the project duration of September to December 2020.

6. APPROACH AND METHODOLOGY

The successful consultancy team is required to propose methods of sampling, data collection and analysis also making reference to ethics, standards & safeguarding procedures.

7. OUTPUTS AND DELIVERABLES

The consultant will be expected to deliver the following;

1. Inception report, work plan, and data collection tools
2. Raw and synthesize data, interview and discussion transcripts, draft outcomes
3. Draft evaluation report
4. Review report with YAA team.
5. Final evaluation report.

9. TEAM REQUIREMENTS AND QUALIFICATIONS

a) Qualifications

YAA seeks to engage a consultant with vast knowledge of project evaluation especially in the Civil Society Organisations space.

The qualifications;

- Degree in Monitoring and Evaluation, Social Sciences or any other relevant field.
- Experience in evaluating project focusing on civic space, democracy and governance programmes.
- Experience working with politicians, government officials and complex political processes.

- Strong understanding of communities, civil society and their interaction with government.
- Strong analytical abilities
- Excellent writing skills
- Team player and willingness to work with staff members from multiple organizations, in multiple countries, to discuss the administrative and technical pieces of the evaluation.
- Fluency in English, Kiswahili a plus.

b) Management and coordination

The evaluator will work closely with the YAA Monitoring and Evaluation Manager and the Wajibika Programme Manager.

10. WORK PLAN

The consultancy will take place in December. Specific timeframes applicable to this evaluation, including timings for all deliverables, are set out in the table below:

Key Actions	Time Frame
Deadline for applications	8 th December 2020
Selection of consultant`	10 th December 2020
Contracting of selected consultant	12 th December 2020
Inception Meeting	12 th December 2020
Field work	12 th -16 th December 2020
Submission of Draft report	17 th December 2020
Submission of Final report	20 th December 2020

11. HOW TO APPLY

To apply, submit an expression of interest to YAA. This should contain the consultant's understanding of the ToR, how the consultant will undertake the work, how the consultant meets the requirements of the evaluation, proposed work plan and financial proposal, CVs and cover letters.

Interested parties should submit their expression of interest on or before close of business **December 8, 2020** to recruitment@youthagenda.org.

KINDLY INDICATE THE SUBJECT LINE AS: **WAJIBIKA END OF PROJECT EVALUATION**