Terms of Reference
Endline Evaluation Consultant-Tanzania

Consultancy to develop the Final Evaluation of Youth-led Accountability for SDG5 and FP2020 project in Tanzania

1. Background and context
Restless Development is a global agency for youth-led development. We support young people to demand and deliver a just and sustainable world for all. We work to make sure young people have a voice, a living, sexual rights and are leaders in preventing and solving the world's challenges. We listen to young people, our work is led by young people and together we help young people make lasting change in their communities and countries.

In Tanzania, Restless Development focuses on delivering rights-based youth development initiatives in rural and urban Tanzania using a peer-to-peer model. Restless development is using youth volunteers to achieve its mission of “placing young people at the forefront of change and in carrying the development banner”. During the last 4 years, we reached out directly to over 300,000 young people across Tanzania mainland Regions.

Ambitious global commitments have been made, such as the FP2020 commitments and the Sustainable Development Goals; however, neither will be achieved without meaningful youth participation. Furthermore, young people, especially young women, will be most affected if we fail to achieve these development commitments by 2020 and 2030.

A central critique of previous global development frameworks, like the Millennium Development Goals, was that limited data was made accessible for citizens and governments to effectively monitor progress towards targets. Without citizen- and especially youth engagement in accessing and generating data to monitor and inform progress, we run the risk of governments yet again failing to deliver on their promises, as well as making commitments which don't reflect the real needs and priorities of young people and communities.

Young people continue to lack access to, and inclusion in, decision-making processes. This is because:

- **Young people are not allowed in:** There is a significant lack of accessible decision-making structures for young people to engage in at the community and national level.
- **Lack of trust:** In many contexts, there is a lack of trust between youth and government institutions and political parties.
- **Being left behind:** Often young people are left behind because of their lack of experience of, and lack of capacity to engage with, decision-making processes. The serious long-term risk of this is that young people will be left behind by policies that do not address their unique needs and experiences.

Thus, a shift is required is to consider youth as partners, not just as beneficiaries or targets. Furthermore, as much as young people overall are excluded from decision-making processes,
young women and girls face even greater barriers to participation, and are often disproportionately affected by lack of accountability on development commitments.

### 1.1. Description of the Project that is being evaluated

<table>
<thead>
<tr>
<th><strong>Project Name</strong></th>
<th>Youth-led Accountability for SDG5 and FP2020</th>
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<tbody>
<tr>
<td><strong>Organization</strong></td>
<td>Restless Development Tanzania</td>
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<tr>
<td><strong>Donor</strong></td>
<td>Bill and Melinda Gates Foundation</td>
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<tr>
<td><strong>Project Start Date</strong></td>
<td>1st November 2017</td>
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<td><strong>Project End Date</strong></td>
<td>30th November 2020</td>
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<tr>
<td><strong>Current Project Implementation Status</strong></td>
<td>The project has been running for 33 months and is starting the last 4 months of implementation</td>
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| **Programme Phases** | **Phase 1: Pilot Phase** | November, 2017- April 2019 | **Phase 2: Supplement Phase** | May 2019 – November 2020 |

| **Project Objectives** | ● To build capacity amongst national level Accountability Advocates to utilize youth-led accountability to hold their government to account on commitments made to Sustainable Development Goal 5 (Achieve gender equality and empower all women and girls) and Family Planning 2020.  
● To create a conduit for sharing national level findings and stories at key global and regional moments.  
● To catalyse a global youth-led movement for gender equality and sexual and reproductive health and rights through the Youth Collective. |

| **Targets being addressed** | **SDG 5 Targets** | ● Eliminate all forms of violence against all | **FP2020 Commitments** | ● Drive access, choice, and quality of family planning |
women and girls in public and private spheres, including trafficking and sexual and other types of exploitation

- Eliminate all harmful practices, such as child, early and forced marriage and female genital mutilations

- Recognize and value unpaid care and domestic work through the provision of public services, infrastructure and social protection policies and the promotion of shared responsibility within the household and the family as nationally appropriate

- Ensure universal access to sexual and reproductive health and reproductive rights as agreed in accordance with the Programme of Action of the ICPD and the Beijing Platform for Action and the outcome documents of their review conferences

services so as to increase the modern contraceptive usage from 53.1% (2017-Track 20 estimate) to 54.3% by 2020 and ensure that 74% of the demand for modern contraceptives is satisfied by 2020.

- Enabling young people to access sexual and reproductive health information and services.

- Expanded role for the private sector for ensuring family planning services.

<table>
<thead>
<tr>
<th>Implementation Countries</th>
<th>India and Tanzania</th>
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| Geographical Areas of Implementation | In Tanzania, the project is being implemented in five districts of:  
  1. Iringa District Council  
  2. Dodoma City Council |
3. Kilolo
4. Bahi

<table>
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<tr>
<th>Description of Target Population in Tanzania</th>
<th>Primary Targets</th>
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<tbody>
<tr>
<td></td>
<td>● 8 Youth Accountability Advocates who in turn will work with 46 changemakers</td>
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<tr>
<td></td>
<td>● 26 Youth groups</td>
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<table>
<thead>
<tr>
<th></th>
<th>Secondary Targets</th>
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<tbody>
<tr>
<td></td>
<td>● Coalition members</td>
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<tr>
<td></td>
<td>● Local, district and National level stakeholders</td>
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</table>

| Project Budget | We are looking for cost effective proposals that ensure value for money. Consultants are advised to submit their budget bearing this in mind. |

| Implementation Partner | The programme is being implemented directly by Restless Development all locations. We have the local support from youth networks and local government authority such as Police gender officers, social welfare officers, District medical officers, community development officers and Ward Executive Officers. |

| Duration of consultancy | A period of 45 working days (beginning September 2020) with a possibility of extension for 15 more days for additional consolidation of global work |

1.2. Theory of Change

The Theory of Change for the project identifies four major components and approaches:

1. Training and supporting Accountability Advocates and their networks to gather and process data in order to identify priority issues and building the advocacy capacity of Accountability Advocates, so that ultimately they can translate their data into action.;
2. Creating and strengthening coalitions within India and Tanzania working on these issues, in order to increase the impact of the advocacy and campaign work;
3. Supporting Accountability Advocates to lead campaigns and advocate at the local, national, regional and global level aimed at increased support for the identified priorities from decision-makers, and increased transparency and accountability among these decision makers; and
4. Strengthening the youth-led global movement for gender equality, by sharing learning from the data-driven accountability pilot.
Thus, the project has different levels of intervention and target audiences: young people and their communities, stakeholders at the community, district, state and national level; Civil Society Organizations and coalitions at the local, national, regional and international levels as well as Governments at the local, state and national level.

2. Purpose of the evaluation

This consultancy is to develop the methodology as well as conduct the final impact evaluation of the project. This consultancy will provide an assessment of the project implementation and identify and document best practices and lessons learnt. The evaluation will be based on the five (5) evaluation criteria of the OECD (Relevance, Impact, Effectiveness, Efficiency and Sustainability) with special attention to learnings and making proposals which may support and improve future actions in the subject and regions.

The final project evaluation aims to assess the progress made towards the achievement of the overall and specific objectives based on the project proposal, current data and direct observation; as well as to identify gaps and lessons learned.

2.1. Why the evaluation needs to be done.

This evaluation needs to be done so that the organization and the involved parties are able to demonstrate the effectiveness of the youth-led accountability model and its replicability and scalability in different contexts. At the heart of this will be an assessment of the Theory of Change underpinning the programme. This will include the extent to which youth-led accountability has contributed to the overall goal of increasing policy implementation.

2.2. How the evaluation results will be used, by whom and when?

The result will be used for the improvement of the current and future programs that Restless Development is developing and to report to Bill and Melinda Gates Foundation, Thus, Restless Development and its partners will review the evaluation results just after the completion of the final evaluation.

2.3. What decisions will be taken after the evaluation is completed.

Based on the evaluation results, decisions about how to improve Restless Development actions/projects aimed at youth-led accountability and evidence based advocacy will be taken.

3. Evaluation objectives and scope

3.1. Scope of evaluation:

The scope of the evaluation will be based on the 5 evaluation criteria and the key evaluation questions linked with the criteria and on the analysis of the selected indicators included in the end line that Restless Development will develop alongside.

- Timeframe: This evaluation will cover the entire project duration.
Geographical coverage: This evaluation will focus on **FOUR** districts namely: Kilolo, Iringa District Council, Dodoma city council and Bahi.

Target groups to be covered: this evaluation needs to cover the primary and secondary target groups as well as broader stakeholders.

The evaluation must cover the progress and activities done in the implementation districts as well as focus on the global advocacy work done through or contributed by Youth Accountability Advocates and key staff involved in global events.

This evaluation will be a part of a wider initiative to evaluate the global programme, covering both the programme implementation and activity taking place at a regional and global level (e.g. high level advocacy). Based on the guidance and support provided by Restless Development, the consultant should complete the evaluation in such a way that it can contribute to the wider global evaluation.¹

### 3.2. Objectives of the evaluation:

The overall objectives of the evaluation are:

- To evaluate the entire project in terms of effectiveness, relevance, efficiency, sustainability, scalability, replicability and impact, with a strong focus on assessing the results at the outcomes and project goal;
- To analyse the information included in the endline which will be based on the design established for the baseline review and the selected indicators;
- To generate key lessons, identify promising practices for learning and propose potential actions which may be developed to amplify the project effects;
- To provide recommendations and best practices that may be used in current and future programming and strategy.

### 4. Evaluation Methodology

To address the evaluation criteria and answer the key evaluation questions, analyse the data, including the information from the different analysis developed (baseline, pre-post analysis, training feedback etc.), interpret the findings and report in a suitable and useful way; the evaluation will need develop at least qualitative research techniques and analysis of quantitative data (available from baseline, midterm and the endline which will be developed in parallel).

We are particularly interested in hearing from proposals which include qualitative methodologies suitable for evaluating policy and advocacy work, such as contribution analysis. This may also involve a case study approach.

The consultant(s) is expected to propose his/her methodology for the consultancy, which should include but not limited to:

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¹ For example, by providing a clear assessment of progress against the goal and outcome statements in the results tracker, which provides a common framework across the whole programme.
1. **Work-plan**: It must detail a step-by-step plan of work that specifies the methods the evaluation will use to collect the information needed to address evaluation criteria and answer the evaluation questions, analyze data, interpret the findings, and report the results.

2. **Evaluation Matrix**: An evaluation matrix which includes at least analysis dimension, evaluation question, indicators, means of verification, source, methodology, and space for comments (to be filled after the data collection) should be included.

3. **Data sources**:

   **Primary Data**: These data consist of the reported or observed values, beliefs, attitudes, opinions, behaviours and motivations and knowledge of stakeholders that should be obtained through questionnaires, surveys, semi-structured and/or in-depth interviews, focus group discussions, key informants interviews, expert panels, direct observations and case studies.

   **Secondary Data**: These data should be collected from documentary evidence that has direct relevance for the purposes of the evaluation. The documentary information will be obtained from the Restless Development monitoring database and the different documents and information generated by the project, including baseline, midterm analysis and endline.

4. **Proposed data collection methods**: The data collection should include in-depth interviews with key informants as well as focus group discussions and other methods that can enrich the information that will sustain the evaluation analysis. It should also include quantitative surveys with the Youth Accountability Advocates and their changemakers. The number of districts/areas to be visited for data collection will be decided with the Evaluation Task Manager.

5. **Data analysis process**: An analysis matrix will be included to ensure the suitability of the process of data analysis to be developed by the consultant(s).

6. **Detailed timeframe**: A detailed timetable of the whole process based on the general timeframe included in this TOR should be designed.

5. **Evaluation Ethics**

The evaluation must be conducted in accordance with the principles outlined in the UN Evaluation Group (UNEG) ‘**Ethical Guidelines for Evaluation**’

It is imperative for the consultant(s) to:

- Guarantee the safety of respondents and the research team.
- Apply protocols to ensure anonymity and confidentiality of respondents if necessary.
- Select and train her/his collaborators (if any) on ethical issues.
- Provide referrals to local services and sources of support for women that might ask for them.
- Ensure compliance with legal codes governing areas such as provisions to collect and report data, particularly permissions needed to interview or obtain information about children and youth.
- Store securely the collected information.
The consultant(s) must consult with the relevant documents as relevant prior to development and finalization of data collection methods and instruments. The key documents can be found in Annexure 3.

6. Key deliverables and timeframe

<table>
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<tr>
<th>S. No</th>
<th>Deliverables</th>
<th>Description of Expected Deliverables</th>
<th>Timeline of Each Deliverable</th>
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<tbody>
<tr>
<td>1</td>
<td>Evaluation inception report in English</td>
<td>The inception report provides Restless Development and consultant(s) with an opportunity to verify that they share the same understanding about the consultancy and clarify any misunderstanding at the outset. An inception report must be prepared by the consultant before going into the technical mission and full data collection stage. It must detail the consultant’s understanding of what is being evaluated and why, showing how each process will be developed and how each evaluation question will be answered by way of: proposed methods, proposed sources of data and data collection/analysis procedures. The inception report must include a proposed schedule of tasks, activities and deliverables, designating the person with the lead responsibility for each task or product.</td>
<td>10th September, 2020</td>
</tr>
<tr>
<td>2</td>
<td>Presentation of preliminary thoughts in English</td>
<td>Consultant(s) must develop and deliver a presentation to the responsible team. That presentation must include the preliminary thoughts as debriefing of the data collection process. Because of that it must be done at the end of the data collection.</td>
<td>30th September, 2020</td>
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<tr>
<td>3</td>
<td>Draft evaluation report in English</td>
<td>Consultant(s) must submit a draft report for review and comments by Restless Development and all parties appointed by Restless Development. The report needs to meet the minimum requirements specified in this TOR. Restless Development and its key stakeholders in the evaluation must review the draft evaluation report to ensure that the evaluation meets the required quality criteria</td>
<td>15th October, 2020</td>
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</tbody>
</table>
Final evaluation report in English

Relevant comments from Restless Development and its key stakeholders must be well integrated in the final version, and the final report must meet the minimum requirements specified in this TOR. Consultant(s) must accompany the final report with appropriate versions of the report in any appropriate format, for dissemination among various levels of stakeholders.

2nd November, 2020

Global Consolidation

Consultant(s) must submit a global

15th November, 2020

7. Skills and Experiences Required:

Restless Development invites applications from consultants able to demonstrate the following skills, knowledge and experience. This consultancy is expected to be developed by a national or international consultant(s) (with support of a translator/interpreter if necessary). The senior evaluator will be responsible for undertaking the evaluation from start to finish and for managing the evaluation team (if any) under the supervision of the Restless Development MEL Unit, for the data collection and analysis, as well as report drafting and finalization in English.

The qualifications and/or specialized knowledge/ experience required are:

- Evaluation experience at least 5 years in conducting external evaluations, with mixed-methods evaluation skills and having flexibility in using non-traditional and innovative evaluation methods.
- Advanced degree in relevant disciplines such as Gender Studies, Sociology or related disciplines.
- Expertise in gender and human-rights based approaches to evaluation and issues of violence against women and girls.
- Strong leadership and management track record, as well as interpersonal and communication skills to help ensure that evaluation is understood and used.
- Specific evaluation experiences in the areas of ending violence against women and girls, especially in aspects related to socially rooted discriminatory practices against women and girls.
- Strong knowledge of qualitative and quantitative analysis.
- Strong English report writing skills and a track record of producing high quality publications (at least one of them should be shared with Restless Development to verify the quality of her/his work).
- In-depth knowledge of gender equality and women’s empowerment
- A strong commitment to delivering timely and high-quality results, i.e. credible evaluation and its report that can be used
- Knowledge about youth leadership approaches, accountability processes and advocacy
- Good interpersonal and communication skills in English, and an ability to express ideas and concepts concisely and clearly to ensure that the evaluation is understood and used.
8. **Timeline of the entire consultancy process**

This consultancy is planned to be completed in 45 working days; from 1st September, 2020 to 2nd November 2020 (with a possible extension till 20th November, 2020 to consolidate global work). The detailed break-up of timelines will be discussed with the successful consultant during the induction meeting.

9. **How to apply**

Offers must include:

- Name, address and telephone number of the consultant/ Team leader.
- Consultant(s) CV
- A list of the previous studies/researches developed by her/him, including the link to be able to review them (if this is already included in the CV, it wouldn’t be necessary to attach it separately).
- Technical offer/ Expression of Interest
- Technical proposal describing how evaluation should be carried out.
- Financial proposal (consultancy fees).

Restless Development reserves the right to reject any or all proposals without providing any reason and has no obligation to accept any offer made. Furthermore, proposals not strictly adhering to the conditions may not be considered by Restless Development, whose decision on the matter shall be final.

*The above documents must be sent to Interested candidates should forward their applications to jobstanzania@restlessdevelopment.org. specifying Endline Evaluation of ‘Youth Led Accountability for SDG5 and FP2020’ project by 30th August, 2020.*