Terms of Reference for the Project Evaluation of the “Young Change Makers on Climate Change and Health” project

Section 1: Background and Context

Restless Development is a global agency for youth-led development. Since 1985, the agency has been working with young people supporting them to demand and deliver a just and sustainable world for all. Restless Development works to ensure 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.

With support from Wellcome Trust, Restless Development has embarked on an exciting 1-year pilot project titled “Young Changemakers on Climate Change and Health”. The project seeks to ensure that young people are at the forefront of generating evidence from their communities and using it to influence community-driven approaches of reducing the most tangible effects of climate change on human health. The project which is being implemented in Chimanimani and Harare has the following objectives:

Project Goal
The project aims to investigate and test different methods young people can use to increase the understanding of the links between global heating and health, and the subsequent impact on their communities.

Objectives
1. To identify current levels of young people and their community’s knowledge and understanding of global heating and health as interconnected issues, and potential gaps and misconceptions.
2. To test/pilot Restless Development’s youth leadership approach of young people doing global heating and health advocacy work in Zimbabwe.
3. To empower young people to be able to translate knowledge and research to their communities in order to improve the knowledge of global heating and health-related issues.

Restless Development will recruit and train 20 Young Leaders (18-25) in Zimbabwe, working in pairs across 10 rural and urban communities in 2 districts, to develop evidence-based solutions to address the impacts of global heating on health. These young leaders will bring unique perspectives from the communities in which they live and work, first using a youth-led research methodology to develop evidence on current levels of young people and their community’s knowledge and understanding of global heating and health as interconnected issues, then using that evidence to conduct global heating and health advocacy work to develop community-based solutions. Acting as agents of change, young leaders will translate knowledge and research to their communities to improve the knowledge of global heating and health-related issues. By the end of the 12-month initiative, the project will have investigated and tested different methods young people can use to increase the understanding of the links between global heating and health, the subsequent impact on their communities, and identified local solutions to identified challenges.

Restless Development Zimbabwe is therefore seeking the services of a suitably qualified and innovative expert for the purpose of conducting a milestone-based Developmental Evaluation that produces high-quality findings that enable us to learn on how the programme is progressing.
Section 2: Objectives and Scope of the Evaluation

Restless Development is concerned with learning, innovation, replication and scalability of the project. The purpose of this evaluation is to assess what works and what does not, but we do not intend to establish this at the end of the project instead we need to feel the pulse of the project from initiation to the end. This will enable us to make adaptive changes that will not only inform the project as it is being implemented but also give solid tangible evidence for learning, innovation, replication and scale-up. Rather than simply providing recommendations at the end of an evaluation, the consultant will take a more active role in shaping the project’s course. This involves providing ongoing evidence-based advice and recommendations for management of the project and decision-making.

Based on the above, the consultant will assess the project based on several key lines of inquiry using a phased approach. The key lines of Inquiry are an elaboration of the 4 Learning questions outlined below:

1. What are the knowledge gaps and misconceptions around global heating and health amongst young people?
2. Is our model effective in empowering young people and their communities?
3. Are young people able to translate research findings into community-based actionable objectives and actions?
4. In what areas has the project achieved impact and what evidence is there to support this?

Data collection will be phased and these phases correspond to critical milestones in the project as outlined in the matrix below.

Overall Learning

<table>
<thead>
<tr>
<th>Milestone (Phase)</th>
<th>Overall learning question</th>
<th>Key Lines of inquiry (KLoI)</th>
</tr>
</thead>
</table>
| Milestone 1 - Young leaders foundation training | What are the knowledge gaps and misconceptions around global heating and health amongst young people? | ● Was the training methodology relevant and effective?  
● How relevant and effective were the approaches used to deliver the sessions?  
● What additional support do young people require throughout the project?  
● What key strategies have been adopted to address the gaps in knowledge? Have these been effective? |
| Milestone 2 - Youth- Led Data collection and Analysis | Is our model effective in empowering young people? | ● How did we establish knowledge?  
● Was this easy? Were the data collection methods used effective and relevant to the target respondents?  
● Were people accessible? Was there any difference between rural and urban communities?  
● Were communities willing to be open about misconceptions?  
● To what extent were young people equipped to gather and analyze data? |
| Milestone 3 - Community-based Advocacy Activities | Is our model effective in empowering young people? | ● Is there anything about the themes of global heating and health that our model particularly lends itself to? |
| Milestone 4 - Impact Review | Has the project achieved impact? | Was our approach to testing the model relevant? (Is the intervention doing the right things? (Refer to the Model testing section below))

  - Was our approach to testing the model coherent? (How well does the intervention fit?)
  - Was our approach to testing the model effective? (Is the intervention achieving its objectives?)
  - Was our approach to testing our model efficient? (How well are resources being used?)
  - Was the approach to testing the model sustainable? (Will the benefits last?)

  Did we achieve impact? (What difference did the intervention make? Have young people been able to translate knowledge and research findings to their communities? Have young people been able to convene conversations for action? What have been the unintended positive and negative impacts?)

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**Model Testing**

To inform the adaptation (prototyping) of the youth leadership model for change the consultant will assess the key assumptions underpinning the model in order to understand whether, how, and under what conditions the model is operationalized in each context. The consultant will generate evidence that will inform the scaling-up of the project, benchmarking how the youth leadership model adds value compared to projects of a similar nature. The assessment should be based on the following key Lines of inquiry:

1. How and under what conditions can the Youth Leadership Model for Change be operationalized?
2. Do the key assumptions we make about the Youth leadership model hold? If not, which of the assumptions do not hold, and why not?
3. Is there initial evidence that the effectiveness of the model differs across different community groups (e.g. marginalized people, gender, etc)?
4. What are the strengths and weaknesses of the model and how can it be improved?
5. Is there initial evidence that the effectiveness of the model differs across geographical settings (Rural vs Urban)?
What we want to know through testing the model

<table>
<thead>
<tr>
<th>Young people</th>
<th>Community Incl. Power holders</th>
<th>Development Actors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Was the training and information provided sufficient that young volunteers are able to exercise their leadership?</td>
<td>Does the community perceive young people as legitimate and valuable agents of change?</td>
<td>Are development actors taking positive actions in response to young people's influence and engagement?</td>
</tr>
<tr>
<td>Development actors accept youth volunteers as agents of change, are willing to engage with them constructively, and are receptive to their ideas (receptive) (power)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Section 3: Evaluation Approach

We propose a developmental evaluation approach. Developmental evaluation combines elements of formative evaluation and process evaluation. It is ongoing and carried out at specific points, meaning that feedback can be provided on a continuous basis. The consultant will also apply principles of utilization-focused evaluation, identifying the primary intended users of the evaluation and ensuring it is as useful to them as possible.

In practice, the evaluation will not follow a traditional baseline/end line structure, but will instead combine light-touch assessments (Participatory, Qualitative, and Quantitative) of research questions using different methodologies at set points. This will provide rich information at the right time in order to inform programme decisions. In addition, this process will ensure that the evaluation is responsive and feeds into the prototyping of the model for change in a timely manner. The key moments include:

- Milestone 1 - Young Leaders foundation training
- Milestone 2 - Data collection and analysis
- Milestone 3 - Community based advocacy activities
- Milestone 4 - Impact Review

For Milestone 1-3, the consultant should aim for a more agile approach and light touch data collection, to ensure timeliness and relevance. The trade-off will be reversed in Milestone 4, where the evaluation will prioritize a higher standard of rigor to support a ‘proof of concept and impact’.

Section 4: Evaluation Reports format

Based on the various milestone-based assessments. The Consultant will produce 5 Page reports (Learning papers) based on findings for each milestone. The Milestone 4 Report will be a final report that combines findings from all the other milestones showcasing impact but more importantly showing what we have found and what it means for the various users of the report.

Milestone 1 – Report (Learning paper)

1. Introduction
2. Methodology
3. Findings and Discussions
4. Conclusion, key learnings, and Recommendations
Milestone 2 - Report (Learning paper)
1. Introduction
2. Methodology
3. Findings and Discussions
4. Conclusion, key learnings, and Recommendations

Milestone 3 – Report (Learning Paper)
1. Introduction
2. Methodology
3. Findings and Discussions
4. Conclusion, key learnings, and Recommendations

Milestone 4 – Report (Learning paper)

The evaluation report should have a general structure that shows what we have found and what it means for the various users of the report:
1. Executive Summary
2. Introduction
3. Methodology
4. Findings (OECD Guidelines)
5. Learning (from Milestone reports)
6. Conclusion
7. Recommendations (Model, sustainability, replication and scale-up)
8. Annexes

NB: The body of the final report, excluding the annexes, shall not be more than 40 pages

Section 5: Reporting and payment plan

The consultant is expected to produce the following:

1. Inception report upon signing of the contract which should attract an initial payment of 30% of the total consultant fee agreed upon. This should have a detailed methodology and proposed work plan and will be approved by the management team before task commencement.
2. Milestone 1 report (Learning paper) to be presented to the Restless Development.
3. Milestone 2 report (Learning paper) to be presented to the Restless Development. Which will attract and additional payment of 30% of the total consultant fee agreed upon
4. Milestone 3 report (Learning paper) to be presented to the Restless Development.
5. A final Report (Milestone 4) will be produced, this will contain milestone 4 findings dovetailed with learning from Milestones 1-3. This report will be submitted with a learning paper that incorporates all the learning realized in Milestones 1-4 submitted together with an Impact Brief and PowerPoint presentation and all materials (data sets and other statistical information) used in the evaluation to the Program Quality Manager in both electronic and hard copies. The remaining 40% will be paid once the final report is approved.
**Section 7: Users of the evaluation**

**Dissemination Plan (Audience Mapping)**

<table>
<thead>
<tr>
<th>Report</th>
<th>Audience</th>
<th>Products and platforms</th>
<th>Comment</th>
</tr>
</thead>
</table>
| Milestone reports (Learning papers) | ● Restless Development  
● Wellcome Trust | - 4 PDF Milestone Report (Learning Paper)  
- 4 Powerpoint presentation for each learning paper | Findings will be used to adapt and make strategic changes and adaptations in consultation with the Wellcome Trust and the community |
| Final Report                | ● Restless Development  
● Wellcome Trust  
● District Authorities  
● Young people and their communities  
● Current and potential partners  
● Youth Development Sector | - Final Report  
- Impact brief  
- Powerpoint presentation  
- Restless Development Website  
- Restless Development socials (Facebook, Twitter, Instagram) | This report will be shared widely with multiple stakeholders. |

**Section 7: Time Schedule**

As mentioned earlier the consultant will be engaged throughout the project at specific phases, therefore engagement of the Consultant will stretch from April 2021 – January 2022 as detailed below:

<table>
<thead>
<tr>
<th>Evaluation Process</th>
<th>Key dates</th>
<th>Responsibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advertising/invitation of tender bids</td>
<td>8 April 2021</td>
<td>Head of Operations</td>
</tr>
<tr>
<td>Closing and receiving bids</td>
<td>16 April 2021</td>
<td>Procurement Committee</td>
</tr>
<tr>
<td>Opening of tender bids</td>
<td>19 April 2021</td>
<td>Procurement Committee</td>
</tr>
<tr>
<td>Adjudication of bids - shortlisting</td>
<td>20-21 April 2021</td>
<td>Procurement Committee</td>
</tr>
<tr>
<td>Interviewing and selection of consultant</td>
<td>23 April 2021</td>
<td>Consultant</td>
</tr>
<tr>
<td>Contracting suitable consultant</td>
<td>28 April 2021</td>
<td>Head of Operations</td>
</tr>
<tr>
<td>Documents review and Milestone 1 tools development</td>
<td>30 April 2021</td>
<td>Consultant</td>
</tr>
<tr>
<td>Inception report</td>
<td>4 May 2021</td>
<td>Consultant</td>
</tr>
<tr>
<td>Milestone 1 - Data collection</td>
<td>10-14 May 2021</td>
<td>Consultant</td>
</tr>
<tr>
<td>Milestone 1 – Report compilation</td>
<td>17-20 May 2021</td>
<td>Consultant</td>
</tr>
<tr>
<td>Half a day meeting with Restless Development Zim Leadership Team- Discussion finding and proposed adaptations</td>
<td>21 May 2021</td>
<td>Consultant and Restless Development</td>
</tr>
<tr>
<td>Milestone 2 - Data collection</td>
<td>1 June - 18 July 2021</td>
<td>Consultant</td>
</tr>
<tr>
<td>Milestone 2 – Report Compilation</td>
<td>19 - 23 July 2021</td>
<td>Consultant</td>
</tr>
<tr>
<td>Half a day meeting with Restless Development Zim Leadership Team- Discussion finding and proposed adaptations</td>
<td>28 July 2021</td>
<td>Consultant and Restless Development</td>
</tr>
<tr>
<td>Milestone 3 - Data collection</td>
<td>Aug - Oct 2021</td>
<td>Consultant</td>
</tr>
</tbody>
</table>
### Section 8: Application Process

**Consultant(s) Specification:**

Restless Development invites applications from consultant(s)/ agency, able to demonstrate the following skills, knowledge and experience:

- The Lead Consultant should have an advanced degree (Masters or PhD preferred) in Social Sciences or a related discipline with at least 5 years of provable experience working with youth and Climate Change leading evaluations and research. The consultant(s) should demonstrate ability to use participatory research techniques and understanding of quantitative and qualitative methods.
- Experience leading evaluations of complex programmes.
- Experience of planning, implementation and evaluation, ideally with a focus on youth and Climate Change
- Tangible experience in Programme Management/Adaptation.
- Excellent interpersonal and verbal communication skills
- Excellent report writing skills
- Demonstrate innovation

Due to the nature of the assignment, the consultant will need to be based in Zimbabwe during the duration of the assignment.

**How to apply:**

Bids in the form of a technical and financial proposal\(^1\) should be addressed to the Procurement Committee and submitted to 1 Adylinn Road, Room 116, Marlborough, Harare, Zimbabwe in an envelope clearly marked “**Young Changemakers Project Evaluation – 1/2021**” or emailed to jobszimbabwe@restlessdevelopment.org on or before 1300Hrs on 16 April 2021.

Shortlisted applicants will be invited to an interview to be held on 23rd of April 2021.

**NB: Restless Development reserves the right to reject any or all submitted bids.**

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\(^1\) Should include a detailed summary of experience in participatory research methods (Youth-led research), Programme management/Adaptation, detailed evaluation methodology, data processing, analysis plan etc