



## ANGLICAN DEVELOPMENT SERVICES (ADS) KENYA

### CALL FOR EXPRESSION OF INTEREST

### TERMS OF REFERENCE

#### A CONSULTANCY TO UNDERTAKE IMPACT STUDY OF KENYA INTEGRATED, PEACE AND GOVERNANCE PROGRAMME – KIPP

<b>Type of Assignment</b>	End-Term Programme Evaluation
<b>Expected evaluation methodologies</b>	Anglican Church of Kenya expects the evaluation methodology to be both qualitative and quantitative
<b>Expected start and end dates</b>	4 <sup>th</sup> – 8 <sup>th</sup> April 2022
<b>Number of working days</b>	21 working days
<b>Deadline to submit report</b>	5 <sup>th</sup> May 2022

### 1.0: About ADS Kenya and the Programme

#### 1.1 Overview of ADS Kenya

The Anglican Development Services Kenya is the development arm of the Anglican Church of Kenya. ADS Kenya is the national coordination and facilitation office for all the development work of ACK; it is the secretariat to 10 ADS Regions that cover the 47 counties of Kenya. These regions are: Pwani; Eastern; Nairobi; All Saints and Kajiado (NAIKA); Mt. Kenya; Mt. Kenya East; Central Rift; North Rift; South Rift; Western and Nyanza regions.

**Vision:**

A sustainable organization, that works with communities, to attain Godly and Dignified Living.

**Mission:**

Building partnerships with communities and enabling them to exercise their God given potential in addressing their needs.

More details about ADS Kenya can be found in our website [www.adskenya.org](http://www.adskenya.org)

**1.2 Background to the programme**

ADS Kenya has been in partnership with Brot fuer die Welt (BROT) to help to transform the lives of marginalised communities in Kenya through strategic and focused advocacy in the areas of governance and peace. This is a 3-year programme ending in 2022 and aiming at building the capacities of Community and Faith Leaders as well as ADS staff to effectively carry out advocacy for increased access to quality public services, and management of public resources. Further, ADS has worked on strengthening her capacity to coordinate and promote best practices in programmes across all the ten regions.

Moreover, ADS Kenya has worked to influence policies on extractives industry; promote peaceful coexistence and security; enhance citizen participation to improve service delivery; advocate for democratic governance and strengthen internal capacity to effectively coordinate and provide oversight to programme work. This has been geared towards enabling communities and citizens to take advantage of the emerging economic opportunities in the extractive sector and advocate for their rights while demanding for integrity and good governance from elected leaders. Additionally, there are national social protection instruments aimed at benefiting the less fortunate in the society. The programme has worked towards increasing accountability for the resources allocated for Universal Health Care and Social protection.

Finally, the importance for peaceful coexistence cannot be overemphasised in Kenya. The country having witnessed many historical injustices that remain unresolved and this has helped to fuel negative ethnicity. This situation has been aggravated by political incitement during election periods. As the country prepared for the BBI referendum and the 2022 general elections, political alignments have been common practice and this may impact the security situation. This programme therefore has been focusing on sensitizing religious leaders on the need to remain neutral agents of peace building, reconciliation and healing.

**1.3 Programme Goal and Objectives****1.3.1 Programme Goal**

Transformed and resilient communities living peaceful and dignified lives in the society.

### 1.3.2 Programme objectives

1. Improved participation and involvement of communities in promoting accountability and transparency on human rights and benefit sharing in the extractives sector.
2. Increased monitoring and oversight by citizen to enhance access to Universal Social Protection Scheme (USPS) for vulnerable groups in the communities.
3. Increased participation of citizens in promoting sustainable and peaceful coexistence among communities living in conflict affected areas in Kenya.
4. Strengthened Community resilience and innovative adaptation to Climate Change in Kenya
5. Strengthened Management and Institutional Accountability of Development Resources within ACK/ADS

## 2.0 The Purpose and Objectives of the Study

### 2.1: Purpose of the evaluation

The project has been implemented for three years. The purpose of this study is to evaluate the full range of programme activities implemented during the programme period and demonstrate the impact and outcome of the project. This evaluation is being conducted an end of the project and will focus at the entire implementation period. The findings of the evaluation will be presented as a report to ADS Kenya and shared with all the key stakeholders. Additionally, the lessons derived from the study will be useful in informing ADS programming for similar future projects.

### 2.2: Objectives of the evaluation

The evaluation will provide an evidence-based assessment of the relevance, status and performance of the project. It will provide ADS- Kenya and BROT the required information for accountability of the programme and strategic recommendations for future programmes.

### 2.3 Focus of the evaluation

This will include the review and assessment of: -

#### (i) **Project relevance**

The consultant will review whether the project is addressing the key problems as set out in the project approved contract document. Within this objective, the project activities that were implemented shall be examined to ascertain: -

- **Relevance** of the project interventions (selected topics for advocacy, focus of capacity building) in relation to ADS Kenya and BROT strategies/policies;
- **Assess** whether the programme objectives and design are still relevant for potential future programming;

#### (ii) **Project Effectiveness** - Describe the management processes and their appropriateness in supporting delivery

- Was the project effective in delivering desired/planned results?
- To what extent did the project's monitoring and evaluation mechanism contribute in meeting project results?
- How effective were the strategies and tools used in the implementation of the project?

- How effective has the project been in responding to the needs of the beneficiaries, and what results were achieved?
  - What are the future intervention strategies and issues?
- (iii) **Efficiency-** Describe to what extent was the project efficient in its delivery
- Did the project achieve the planned outputs?
  - Were the project resources being useful to achieve outputs of the desired output and quantity and quality.
  - Could the use of the resources be improved?
  - Was the implementation proved feasible?
  - Was the project adequately resourced to enable the achievement of desired outcome?
- (iv) **Sustainability**
- To what extent are the benefits of the project likely to be sustained after the completion of this project?
  - What is the likelihood of continuation and sustainability of project outcomes and benefits after completion of the project?
  - Describe key factors that will require attention in order to improve prospects of sustainability of project outcomes and the potential for replication of the approach?
  - How were capacities strengthened at the individual and organizational level (including contributing factors and constraints)?
  - Describe the main lessons that have emerged?
  - What are recommendations for similar support in future?
- (NB, the recommendations should provide comprehensive proposals for future interventions based on the current evaluation findings).**
- (v) **Coherence:** Complementarity harmonization and coordination with other and the extent to which implementation is adding value to avoid duplication effort.
- Identify synergies and interlinkages between the intervention and other players as well as the consistency of intervention with relevant norms and standards to which ADS adheres to.
  - How external coherence considers the consistency of the interventions with other actors interventions in the same context?
  - Have contradictions with other policies prevented the implementation and achievement of project objectives or are policies mutually reinforcing.

The study will collect data for the project outcomes/objectives indicators below:

**Objective. 1: The coordinated work for Lobby- and Advocacy of the Anglican Church in Kenya supports peoples claims of ESC Rights on local and national level.**

**Indicators:**

- 1.1 At least 20% of the trained communities in Taita Taveta have contributed to the strengthening of the legislations and social and environmental regulation of the extractive industry (as e.g. by multi-stakeholder meetings).

- 1.2 100 trained civil society groups in selected communities in Kenya have coordinated the monitoring of the programmes for social protection on a local and national level coordinately (within an integrated monitoring system).
- 1.3 In at least 3 cases ADS-strategies for climate adaption were adopted in national and regional implementation guidelines

**Objective. 2: The broad participation of the population promotes sustainably peace in regions of potential conflict.**

**Indicators:**

- 2.1 100 trained peace actors and community representatives engage in peace activities in the targeted communities in the Transmara
- 2.2 25% of the pre and post-interviewed citizens in the targeted communities report about strengthened solidarity in the communities.

**Objective 3: The institutional and programmatic competencies of ADS-K and its regional development agencies support the Anglican Church of Kenya (ACK) in completion of its social and developmental work.**

**Indicators:**

- 3.1 10 ADS-Regions have aligned their M&E systems for monitoring and reporting
- 3.2 50% of the ADS-regions establish computer-based integrated management systems

### **3.0 Scope of work**

The evaluation will be conducted within the sampled areas of the nine ADS regions and ACK Dioceses where ADS would reach direct project beneficiaries. The regions, Pwani, Eastern, NAIKA, Mt. Kenya, Mt. Kenya East, Central Rift, North Rift, South Rift; Western and Nyanza regions.

The project targets the following beneficiaries: -

- a) 42 ACK Bishops
- b) 40 ACK Church leaders in Taita Taveta County
- c) 100 Inter-religious leaders
- d) 25 Social Justice Ambassadors
- e) 60 Climate Justice Champions
- f) 100 Civil Society and Community oversight groups
- g) 30 reformed Morans / Cattle rustlers
- h) 10 Diocesan Justice and Peace committees (DJPCs)
- i) County Government officials and duty bearers
- j) 10,000 Community members (Men, Women, Boys, Girls)
- k) Up to 20 ADS Kenya staff in the finance department

- l) ADS Kenya board members
- m) 11 ADS Management teams (1 secretariat + 10 regions)
- n) 10 ADS Regional Boards (120 members)
- o) ADS Kenya AGM delegates (42 members)

#### 4.0 Methodology for Evaluation

The evaluation shall be conducted in consultative and participatory way using a combination of approaches and tools. These include but not limited to desk review, key informant interviews, questionnaires and focus group discussions as deemed appropriate by the researcher. Specifically, the following methods will be used quantitative data collection methods, qualitative data collection methods, document reviews and data analysis and interpretation. Specifically The evaluation will provide quantitative and qualitative data through the following methods

- Desk study and review of all relevant project documentation including project documents, annual workplans, project progress reports, annual project reports, reports of the board.
- In depth interviews to gather primary data from key stakeholders using a structured methodology.
- Focus Group Discussion with project beneficiaries and other stakeholders.
- Interviews with relevant key informants.
- Observations (field visits using checklist)

The information collected will be analysed and the draft report shared with ADS Kenya for consultation before it is finalized. In addition, validation and sharing workshop will be held.

#### 5.0 Ethical guidelines

It's expected that the researcher will adhere to the following ethical guidelines and principles:

- *Informed consent*: All participants are expected to provide informed consent following standards and pre-agreed upon consent protocols.
- *Systematic inquiry*: researcher conducts systematic data-based inquiries
- *Competence*: researcher provide competent performance to stakeholders
- *Integrity/honesty*: the researcher to display honesty and integrity in their own behaviour and attempt to ensure the honesty and integrity of the entire evaluation process
- *Respect for people*: researcher to respects the security, dignity and self-worth of respondents, project participants and other stakeholders. It's expected that the researcher will receive informed consent of the participants to ensure that they can decide in a conscious, deliberate way whether they want to participate; avoid exposing them to further harm as a result of the response
- *Responsibilities for general and public welfare*: researcher should evaluate and take into account the diversity of general and public interests and values that relate to evaluation.

## **6.0 Use of Evaluation findings**

This evaluation will be conducted for the benefit of both ADS Kenya and the implementing partners. The results of the evaluation and recommendations will be shared with Brot - Germany, ADS Kenya, the implementing ADS Regions and ACK Dioceses, as well as any other key stakeholders. It will help to determine the yardstick to measure and monitor the impact of this project against the set indicators during implementation.

## **7.0 Future use of data**

All collected data will be sole property of ADS Kenya. The researcher may not use the data for their own research purposes, nor license the data to be used by others, without the written consent of ADS Kenya. The utilisation of all information provided by the consultant(s) is the property of ADS Kenya and the use thereof is solely at the discretion of ADS Kenya. All documents and other papers, whether in soft or hard copy and whether containing data or other information, provided by ADS Kenya shall be returned complete to ADS Kenya upon completion of the assignment.

## **8.0 Duration and Timeline**

The evaluation shall be expected to complete within 21 working days beginning as soon as possible. The budget of the exercise will be offered as a package in line with the approved budget by the funding partner. ADS Kenya expects the evaluation to be finalised by 8<sup>th</sup> April 2022.

## **9.0 Summary of Key Deliverables**

- i. An inception report, work plan and complete set of draft tools for the evaluation shall be submitted within five days after commencing the consultancy.
- ii. A draft comprehensive report after the analysis of data for feedback by ADS staff and other stakeholders.
- iii. A final acceptable report in English (20-30 pages excluding annexes). This will be submitted 10 days after receiving comments from ADS Kenya team. The Evaluation should include the following points:
  - Cover page
  - Glossary/Acronyms
  - Executive summary (1-2 pages)
  - Introduction
  - Description of the Evaluation methodology (6 pages)
  - Limitation
  - Key findings, including best practises and lessons learned (4-5 pages)
  - Conclusion and Recommendations (4-5pages)
  - Appendices of relevant data including lists of participants/ organizations consulted among others, charts, terms of reference, filed visits, documents reviewed.
- iv. The final cleaned dataset used for analysis and production of final report in an accessible electronic format. All raw data (quantitative data files, transcripts of FGDs, KII Photos, quotes etc.) should also be submitted to ADS for reference and future use.

## **10.0 Consultants/bidders are asked to provide:**

1. A detailed technical proposal clearly outlining the proposed methods for the survey and examples of tools to be used
2. Curriculum Vitae(s) of proposed staff outlining relevant education expertise and experience.
3. A table clearly stating the level of effort of each proposed team member
4. A financial proposal with a detailed breakdown of costs for planning and carrying out the evaluation. The Financial proposal has to be indicated all-inclusive costs for conducting the exercise.
5. A proposed timeframe detailing activities and a schedule/work plan (including a Gantt chart),
6. Names and contact information of three references who can be contacted regarding relevant experience
7. A sample report from previous evaluations carried out in the area of governance and policy influencing
8. A Consulting Firm Profile (including all details of the firm and board of directors)

## **Desired Qualifications & Experience**

The Consultant(s) must have the following qualifications and experience: -

- a) Master's degree in development studies, M&E or related social sciences.
- b) Previous experience in evaluations, including participatory assessment methods.
- c) Practical and recent working experience with marginalised communities using participatory methodologies.
- d) A minimum of five (5) years working experience in community development work is desired.
- e) Experience working with the Kenyan Devolved system of governance and county governments.
- f) Detailed knowledge of peace building work in Kenya.
- g) Extensive knowledge and understanding of the mining sector in Kenya.
- h) Ability to prepare factual and well-articulated reports.
- i) Fluent in Kiswahili and English.

## **11.0 Submission of proposals**

The Technical and Financial proposals MUST be prepared in conformance to the guidelines provided in this term of reference as minimum standard. All applications received by the submission to date will be reviewed by a selection committee based on pre-determined objective criteria. Upon selection, the consultant(s)/consulting firm shall be invited for a discussion and requested to submit a detailed inception report and work plan prior to starting any data collection exercise.



Applications to be submitted by 4<sup>th</sup> April **2022** clearly marked '**End-Term Evaluation of ADS Kenya KIIP Project**' to the following addresses:

The Director,  
Anglican Development Services- Kenya  
P.O BOX 40502- 00100 Nairobi, Kenya  
E-mail: [admin@adskenya.org](mailto:admin@adskenya.org)

### **Selection criteria**

ADS Kenya will evaluate the proposals and award the assignment based on technical and financial feasibility. ADS Kenya reserves the right to accept or reject any proposal received without giving reasons and is not bound to accept the lowest or the highest bidder.