**TERMS OF REFERENCE:**

**ENDLINE EVALUATION**

**RESTLESS DEVELOPMENT- KIJANA WAJIBIKA PROJECT**

**SEPTEMBER, 2019**

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| BACKGROUND |

**Restless Development** is a youth-led International Development Agency currently working in Africa, Asia, USA and the UK. In Tanzania, Restless Development focuses on delivering rights-based youth development initiatives in rural and urban Tanzania using peer-to-peer education. 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”.

Our vision is: **A** **world where young people are at the forefront of change and development, achieving a just and sustainable world for all.**

**Our Goals**

**Voice:** A world where young people are active citizens, where institutions are accessible and responsive to young people, and where young people can influence those with power.

**Living:** A world where young people can drive sustainable economies, where businesses and governments invest in and learn from young people’s enterprise, and where young people achieve a decent, sustainable living.

**Sexual Rights:** A world where young people realize sexual and reproductive rights for all, where policies, attitudes and services advance people’s sexual and reproductive health and rights, helping to end AIDS and enabling young men and women to be free from discrimination.

**Leadership:** A world where young people build resilient and sustainable communities, where the agency of young people and communities is at the heart of both preventing and solving arising challenges and emergencies.

**Restless Development- Kijana Wajibika programme**

Restless Development in partnership with Tanzania Bora Initiative has been implementing Kijana Wajibika project; a three years project (2016-2019) targeting young men and women aged 15-35. Kijana Wajibika (Youth be Responsible) is a ground-breaking, initiative, which builds a movement of youth and women who are well informed on civil rights and actively engaged in political processes. The initiative uses our proven and successful youth-led, data-driven accountability model, which places young people at the centre of development and governance processes and provides a platform to empower youth and women in Tanzania to hold their government to account on their commitments, such as those made during the elections

The project is being implemented in five regions of Tanzania Mainland;

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| Sn | Regions | District Councils | Number of Wards |
| 1 | Dar es salaam | Temeke Municipal Council | 5 |
|  |  | Ilala MC | 5 |
|  |  | Ubungo MC | 5 |
| 2 | Pwani | Kibaha Town Council | 4 |
| 3 | Morogoro | Morogoro MC | 6 |
| 4 | Iringa  | Iringa District Council | 2 |
| 5 | Kilimanjaro | Moshi MC | 6 |

### Main objectives

* Increased knowledge and skills of young people and women on civic issues, political processes, democracy and the ability to engage in accountability processes
* Strengthened understanding and relationships between young people and government.
* Increased access to information relating to the commitments made by government and the SDGs on the part of young people, including women.
* Strengthened capacity and motivation of youth and women to lead in the political sphere, empowering them to take leadership roles and run for future elections.

**PURPOSE OF THE CONSULTANCY**

We are seeking to recruit a qualified consultant to work with us to conduct Kijana Wajibika project end-line evaluation in 5 regions (7 districts) where Restless Development has been operating its programme since the launch in December 2016. These regions include Dar es Salaam (Temeke, Ilala and Ubungo), Pwani (Kibaha Urban), Morogoro (Urban), Iringa Rural (Two Wards) and Kilimanjaro (Moshi Urban). The purpose of the evaluation is to assess the impact of the programme and whether the project has achieved its expected outcomes as well as identify recommendations for strengthening future delivery of voice programmes in the organization. The collected data will be compared with baseline and midline in order to assess the impact of the programme.

In addition, the evaluation findings will be used to inform Restless development, donors, partners and stakeholders on the effectiveness and efficiency of the programme and how the results will be sustained in the future.

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| KEY DELIVERABLES |

The Consultant will be responsible for the following deliverables:

1. Provide an inception report highlighting his/her understanding of the TOR for the external evaluation, proposed methodology, and plan for execution including the tools for data collection and detailed evaluation work plan. This will include consulting the Restless Development Team to refine the evaluation design and sharpening the methodology and tools to be used.
2. The Consultant(s) will review and analyse existing programme documents provided by Restless Development programme team and management and manage field data collection, analysis, and report writing. Other relevant literature from different organizations if any will also be collected and reviewed by consultants.
3. The Consultant(s) will conduct the evaluation with youth, local leaders and other informants that may be identified.
4. Assess the overall achievement and effectiveness of Kijana Wajibika Programme in relation to stated objectives, outcomes and impact. Provide reasons for achievement or non-achievement of the objectives.
5. Make recommendations on how to reform and sustain the implementation and management of future Restless Development’s related programmes.
6. Provide conclusions on effectiveness, efficiency, relevance and sustainability of Kijana Wajibika operations.
7. Submission of comprehensive final report in electronic format to Restless Development, in line with the agreed timeframe, and in accordance with comments and feedback as presented by Restless Development team members
8. Impact brief (2-3 pages) summarizing the main findings and key learning points.
9. A PowerPoint presentation describing the findings - one which can be used for internal and external communication
10. Submission of all data to Restless Development before contract end-date.

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| PREFERRED TIME FRAME |

**EVALUATION DESIGN**

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| **Activity / Milestone / Deliverable** | **Timeframe/Deadline** | **Responsible persons** |
| Develop evaluation plan | 21/10/2019 | Consultant  |
| Conduct inception meeting with Restless Development | 28-29/10/2019 | Consultant /MEL |
| Development of Data collection Tools | 31/10-6/11/2019 | Consultant |
| Development of Fieldwork materials and enumerator training  | 11-12/11/2019 | Consultant/MEL |
| Fieldwork arrangements | 13-14/11/2019 | Consultant |
| **EVALUATION IMPLEMENTATION** |  |  |
| Data collection  | 18-24/11/2019 | Consultant /MEL |
| Data analysis and transcription  | 25-29/11/2019 | Consultant  |
| **EVALUATION REPORTING** |  |  |
| Development of End-line report and impact brief  | 02-08/12/2019 | Consultant |
| Review of End line report | 11-13/12/2019 | KW-EC team, SPM and MEL |
| Validation of End line report findings  | 16-17/12/2019 | KW-EC team, SPM and MEL |
| Submission of End-line report  | 18/12/2019 | Consultant |

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| SKILLS AND EXPERIENCE REQUIRED |

Restless Development invites applications from Consultants able to demonstrate the following skills, knowledge and experience:

## *Qualifications*

A Master’s Degree/ PhD in sociology, community Development, Statistics and/or other related social science field.

## *Experience*

* Proven work experience in the use of participatory evaluation methods and surveying techniques;
* Demonstrated experience assessing complex situations in order to succinctly and clearly distil critical issues;
* Experience in leading multi-disciplinary teams to deliver quality products in high stress and short deadline situations
* Demonstrated experience at analysing large scale data, preferably in regard to sexual right and youth based priorities.
* Work experience in research and evaluation of programmes.
* Research and evaluation firms are encouraged to apply.
* Demonstrated experience at analysing diverse forms of qualitative data (participatory research, key informant interviews, focus groups.
* Experience in working with young people and advocacy programmes

***Skills / Technical Knowledge:***

* Excellent written and presentation skills (English)
* Excellent analytical and report writing skills
* Strong communication skills
* Must be proactive and be able to work independently with excellent demonstrated teamwork, coordination and facilitation skills;
* Ability to work in a multicultural team environment and to deliver under pressure/meet deadlines
* Ability to network with partners on various levels
* Comfortable with the necessary computer skills.

## *Language requirements:*

* Expert knowledge of English and Swahili

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| MANAGEMENT |

The Leadership team as advisors will provide strategic insights to the process ensuring the impact assessment is focusing on those aspects, which are more relevant for the programme. Monitoring and Evaluation unit will oversee the activities by consultant in implementation of the evaluation process. And will be expected to present the main findings and recommendations of the evaluation to the Leadership Team of Restless Development-Tanzania and the programme team

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| WHAT WE WILL PROVIDE |

Restless Development will provide the consultant with:

1. Provide relevant projects documents (proposals, reports, results frameworks, intervention deliverables etc.)
2. Provide list and set appointments with key respondents- youth and local leaders and Government officials, implementing partners and other stakeholders who the Consultant(s) agrees with Restless Development to meet and interview.
3. Create time to meet, respond to interviews, guide the consultant(s) to meet key stakeholders, acquire documents created by the project or elsewhere but relevant to the consultancy and other support to enable the consultant(s) to get the required information.
4. Inform the external evaluator about Kijana Wajibika operations and objectives, outcomes and characteristics of the target population
5. Provide feedback to the evaluators throughout the evaluation period.
6. Provide information to all target groups and partners before and after the evaluation process.
7. Plan for consultative and debriefing sessions with the evaluators at various times during the evaluation and at its conclusion.
8. Review the inception note and various drafts of the evaluation report
9. Field transports, meals and accommodation as per Restless Development Policy.

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| PAYMENT FOR SERVICES |

Payment will be made as per following condition or as it will be agreed on.

25% of the total budget - within a week of signing the contract

45 % of the total budget - after submitting the final result tables and the compiled Summary of qualitative information

 30% of the total budget - after submitting the final study report and field data (both

 Qualitative and quantitative) in soft and hard copies

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| HOW TO APPLY |

Interested candidates are to submit a CV, Cover Letter, well detailed Evaluation Technical and financial proposals, outlining their suitability for the role and motivation for applying. Shortlisted applicants will be invited to interview and asked to submit 2–3 examples of similar pieces of work.

Please send applications to jobs@restlessdevelopment.org

The deadline for submitting applications is **October 4, 2019, at 17:00hrs**

Only shortlisted candidates will be notified.