

<b>Contracting Terms of Reference for Final Evaluation – 3<sup>RD</sup> JANUARY 2019</b>	
<b>1. Project Title</b>	Protection the rights of street connected children and young people in Nairobi, Kenya
<b>2. Project Location</b>	Nairobi and Kiambu Counties, Kenya.
<b>3. Project Duration</b>	4 years (3 yr grant plus 1 year extension)
<b>4. Project Budget</b>	£789,029
<b>5. Project funder</b>	Comic Relief
<b>6. Project Contact</b>	<b>Okari Magati Boniface</b> - M&E Officer / Fundraiser for Pendekezo Letu. <a href="mailto:pendekezoletu@gmail.com">pendekezoletu@gmail.com</a> +254725065384
<b>7. Project Aim and Beneficiaries</b>	<p>In 2015, ChildHope received a new grant from Comic Relief for a project with Pendekezo Letu (PKL), working with children, young people and their families living and working on the rubbish dumps and in the slums of Nairobi who face extremely dangerous and hazardous conditions on a daily basis. This project enables 300 girls (100 per year) to leave this hazardous work and enrol in the PKL rehabilitation centre for a 10-month cycle where they are provided counselling, psychosocial support, access to remedial education and eventually reintegrated back into their families, schools and communities. Siblings of the resident girls are also supported through enrolment into formal schools, including provision of school fees, feeding program fee and school uniforms to enhance high retention and completion rates. For children to access their basic rights of protection, healthcare, and education, families are helped to improve their capacity to take care of their children, through counselling, parenting skills support, vocational training and business loan provision. Communities and local child protection agencies (schools, government’s children’s departments, and juvenile justice structures) are sensitised to increase their awareness of the rights of children and young people resulting in an enhanced sense of commitment and responsibility to better protect children. The Government of Kenya is lobbied to enforce policies on education and juvenile justice and ensure that adequate resources are allocated to the implementation of these polices.</p> <p>Key beneficiaries include:</p> <ul style="list-style-type: none"> <li>• Street girls &lt;18 years living and/or working on dumpsites and their siblings</li> <li>• Parents/carers of street girls</li> <li>• Teenage mothers</li> <li>• Children in conflict with the law.</li> <li>• Teachers at target schools</li> <li>• PKL social workers</li> <li>• Juvenile Justice system staff - Police, probation officers, carers in remand centres, judicial officers</li> <li>• Children and teachers at target schools</li> </ul> <p>In 2018 PKL received a 12month extension running from June 2018 – 31 May 2019</p>

	<p>(1-month overlap) to ensure the ongoing running of activities at the PKL reaching 100 girls (as per the previous grant), with the additional outcome of supporting PKL in the development of fundraising strategy to increase and stabilise funding, thereby preventing future gaps in services and enhance resourcing earned income.</p>
<p><b>8. Expected Project Outcomes</b></p>	<ol style="list-style-type: none"> <li>1) C&amp;YP are protected from violence, abuse and exploitation through strengthened community structures and improvements to the juvenile justice system</li> <li>2) Improved attitude and capacity of street girls' parents/caregivers to care for and protect their children.</li> <li>3) Improved enrollment, retention and attainment of former street girls into formal schools</li> <li>4) Improved enrolment, retention &amp; attainment into formal schools and employment opportunities for the siblings of former street girls.</li> <li>5) Teenage mothers and those at risk of becoming pregnant are equipped with parenting skills and economic support to care for and protect their children</li> <li>6) PKL will be more focused in identifying resource mobilisation opportunities and have greater success in approaching local, regional and international donors independently. Alongside this PKL will improve their communications capacity and output, establish income streams through their farm business at the rehabilitation centre and the child protection consultancy which will enhance their organizational stability in line with programme cycles.</li> </ol>
<p><b>9. Purpose of the Final Evaluation</b></p>	<p>The main objective of this evaluation study is to assess the extent to which the program objective was achieved across all 4 years of the main grant and 1-year extension, facilitate self-analysis of overarching lessons learned (what went well and what did not go well), and make recommendations that will influence future interventions.</p> <p>The objectives of the evaluation include:</p> <ul style="list-style-type: none"> <li>• Triangulate quantitative and qualitative information by meeting beneficiaries and other partners on the progress of achievements against the start-up grant form. Also, identify any unanticipated outcomes.</li> <li>• Assess the effectiveness of the approaches used by ChildHope, PKL and partners to bring about long-lasting change.</li> <li>• Assess changes in organizational capacity because of project activities and identify areas of focus for further development</li> <li>• Identify and document the key success factors, challenges and learning from the intervention, and make recommendations based on these findings</li> <li>• Assess the quality of relationship with ChildHope and the added value they have brought to the project</li> <li>• Assess the extent to which resource mobilization and sustainability activities have ensured that PKL is a more viable and resilient organization in the current funding climate.</li> </ul>

<p><b>10. Scope of the final evaluation</b></p>	<p>The evaluation is expected to ascertain whether the project has been <b>relevant, efficient, effective and sustainable</b> on the lives of beneficiaries, and identify recommendations for changes to project implementation to achieve the desired outcomes. The final evaluation will respond to the following issues:</p> <p><b>How effectively has the project achieved its outcomes to date? Are there any specific recommendations to improve its effectiveness?</b></p> <ol style="list-style-type: none"> <li>1. To what degree were the project outcomes across all 4 years achieved?</li> <li>2. How relevant was the project design to those it is intended for? Who has benefited (women, men, girls and boys) and in what ways (ensure disaggregated data)?</li> <li>3. How sustainable were the changes brought about by the project and why?</li> <li>4. To what extent was the project influenced at broader level?</li> <li>5. Was the project intervention effective in bringing about change, and what could have been done differently?</li> <li>6. What have been the most effective methodologies and approaches used to bring about changes to people’s lives? What has not worked so well, and why? What could be done differently to improve this?</li> <li>7. How did children influence the outcomes of the project?</li> <li>8. How did the project bring about changes for children with disabilities?</li> <li>9. How well and effectively was the project managed and monitored by both partners, including financial management?</li> <li>10. How effective were the monitoring, evaluation and learning systems for capturing and analysing relevant data?</li> <li>11. What lessons have been learned? Who have they been shared with?</li> <li>12. How did the type of organisations involved and their relationship influence the outcomes of the project?</li> <li>13. How effective has ChildHope’s support been to PKL to strengthen organisational capacity and effectiveness, including finance management?</li> <li>14. How effective have the resource mobilization and sustainability activities been in raising PKL’s organizational profile and strategic vision for resourcing funds?</li> <li>15. What role should ChildHope play in strengthening partners’ work in future projects?</li> </ol>
<p><b>11. Methodology</b></p>	<p>The evaluation will use both quantitative and qualitative measures. We require a participatory methodology, whereby all stakeholders are engaged in the review and evaluation process, including PKL and ChildHope staff. The detailed methodology (to be included in the proposal) should include, but is not limited to:</p> <ul style="list-style-type: none"> <li>• Desk review of key project documents;</li> <li>• Fields visits;</li> <li>• Data collection participatory methodologies, procedures, tools;</li> <li>• Clear sampling procedures;</li> </ul>

	<ul style="list-style-type: none"> <li>• Procedures for analyzing quantitative and qualitative data;</li> <li>• Data presentation/dissemination methods.</li> </ul> <p>The evaluation methodology should embrace a participatory approach to empower stakeholders especially beneficiaries and project staff to express their views freely and should also lead to effective utilisation of the information generated. The data collection methods that are suitable for this evaluation include: survey, focus group discussions &amp; interviews, case stories, participatory rural appraisal, etc.</p> <p>Since data collection from beneficiaries will involve the consulting team to have direct contact with children, the consulting team will be required to sign and adhere to <b>PKL’s Child Protection policy</b> before commencing the data collection.</p> <p>Maximum effort must be made by the research team for the data collection and outcomes of the review not to harm participants and strictly follow the child protection procedures provided.</p>
<p><b>12. Key Participants and Informants</b></p>	<p>The key stakeholders to be involved in the Final Evaluation are (but not limited to):</p> <ul style="list-style-type: none"> <li>• Children and young people engaged in this project</li> <li>• Parents/guardians of children involved in the project</li> <li>• Local area advisory council members (LAAC)</li> <li>• Teachers, Parent Teacher Association and School Management Committee</li> <li>• National and county government officials</li> <li>• JJS actors – police, probation officers, prosecutors, Children officers, Remandhome managers, magistrates.</li> <li>• Former children in conflict with law. X- CCLs</li> <li>• PKL staff</li> <li>• Community liaisons.</li> <li>• ChildHope staff</li> <li>• Consultants contracted under resource mobilization and sustainability activities</li> </ul>
<p><b>13. Expected products</b></p>	<p>The report should be clear, simple, and free of jargon and should not exceed 30 pages. It should include an executive summary as well as a recommendation section. All technical details should be confined to appendices which should also include a list of informants and the evaluation team’s schedule. Background information should only be included when it is directly relevant to the report’s analysis and conclusions.</p> <p>The consultant should support their analysis of project achievements with relevant data and state how this has been sourced. Recommendations should also include details as to how they might be implemented.</p> <p>The report should also include guidance on the process by which findings will be shared and discussed with all stakeholders including those who are benefitting from the project and how any resulting changes in the report will be included.</p>

<p><b>14. Key Documents</b></p>	<ul style="list-style-type: none"> <li>• Grant proposals, budgets and start up grant documents (<i>for both initial 3-yr and 1-yr extension grants</i>)</li> <li>• Conditions of Grant – Agreement (<i>for both initial 3-yr and 1-yr extension grants</i>)</li> <li>• All annual reports and feedback from Comic Relief(<i>for both initial 3-yr and 1-yr extension grants</i>)</li> <li>• Other publications and relevant information(<i>for both initial 3-yr and 1-yr extension grants</i>)</li> </ul>
<p><b>15. Timeframe</b></p>	<p>The evaluation is expected to be carried out, including the <b>final report submission, by 22<sup>nd</sup> of March 2019</b>. A final work schedule with dates will be developed in agreement with ChildHope, PKL and the Consultant. Tasks to be considered when scheduling include:</p> <ul style="list-style-type: none"> <li>• Advertising and receiving of applications:</li> <li>• Selection and signing of contract:</li> <li>• Document review, drafting of tools, induction with staff:</li> <li>• Data collection:</li> <li>• Draft Report:</li> <li>• Final Report:</li> </ul>
<p><b>16. Fees</b></p>	<p>Applicants will need to submit a proposal including a detailed budget. Payments to the consultant will be made in the following manner: 50% upon approval of the inception report and work plan; and 30% upon submission and acceptance of the draft report by ChildHope UK, and 20% of submission and acceptance of the final report by ChildHope UK.</p>
<p><b>17. Person specification</b></p>	<p><b>Expertise required of Evaluator:</b></p> <ul style="list-style-type: none"> <li>• Extensive demonstrable experience in participatory research and methodologies (especially involving children), using quantitative and qualitative information;</li> <li>• Extensive experience in conducting social and developmental related evaluations, with proven track record in delivering professional results;</li> <li>• Proven experience in evaluation of programmes with focus on the strengthening of capacity of civil society and policy advocacy in developing countries.</li> <li>• Extensive experience in development programmes evaluation where policy analysis, advocacy and community empowerment are key strategies,</li> <li>• A very good understanding of the Kenya’s political, social, economic and cultural context. Good knowledge of key policy and legislative framework, and government structures;</li> <li>• Graduate degree in Monitoring and Evaluation, Development Studies or Social Science related field- e.g. sociology, social work (Desirable).</li> </ul>

**18. Expression of Interest  
by 18<sup>th</sup> January 2019**

All applications should include:

1. **Cover letter:** A short (max.2 pages) detailing how you meet the criteria outlined above and relevant track record in similar assignments. Please also indicate your availability during the proposed evaluation timeframe.
2. **CV:** Up to date CV(s), maximum 2 pages, highlighting key relevant experience
3. **Proposal** (maximum 2,000 words): the proposal should include:
  - a) proposed approach, methodology and tools;
  - b) timing and outputs/results expected;
  - c) proposed project team structure with CV of key staff;
  - d) work plan
  - e) A detailed budget.
4. **Example of your work**, relevant to this assignment (e.g. copy of an evaluation you have done). All copies will only be used for assessment and internal purposes.