

Hand in Hand Sweden
Terms of Reference
For Final Evaluation of

Hand in Hand Sweden's Programme *Socio-Economic and Civic Empowerment; a Human Rights Based Approach (HRBA) to Development in Kenya and India*

I. Programme Background

Programme objective

The programme objective is to contribute significantly to reduced poverty, enhanced gender equality, improved democracy, improved health, and sustainable use of natural resources in the targeted communities in India and Kenya.

Implementing partners

Hand in Hand Eastern Africa (HiH EA) and Hand in Hand India (HiH India) (herein Partner Organizations, POs), in collaboration with Hand in Hand Sweden (HiH Sweden) implemented a 3 year programme (January 2017-December 2019) plus a 1 year bridge year (January - December 2020). The programme has been financed by Forum Syd. This evaluation covers the total of four years of funding and programme implementation and will include two of the projects that were implemented during this period.

Programme target group

The primary target group is rights holders who are poor and marginalized women and men in the programme target areas. The programme aims to reach people who are 18 years old and above, including youth (18-35) and adults (35 and above).

Country project goals, target group and objectives

In **Kenya**, the specific project goal is that rights-holders, in poor and marginalized communities in Kawangware, are socially and economically empowered and have improved their civic status.

Target groups are:

- 3,000 right-holders (of which 80% are women and 20 % are men)
- 10 Community Based Organizations (CBOs)

Specific objectives are

- Increased rights-holders' capacity to establish new, or to enhance existing, sustainable income generating activities.
- Increased awareness of systemic issues relating to socio-economic, civic, cultural and local governance rights of the marginalized communities in Kawangware area.
- People living in poverty in Kawangware are empowered to claim their socio-economic, civic and environmental rights through sustainable community development processes.

In **India**, the specific project goal is that rights-holders (women) and community members in poor and marginalized areas in Kancheepuram and Ramnad districts in Tamil Nadu and Jodhpur district in Rajasthan are socially and economically empowered and have improved their capacity to address environmental rights.

The **target group** is

- 7,200 female rights-holders.

Specific **objectives** are

- Improved opportunities for social and economic empowerment of women and enabling gender equality in the targeted communities.

- Communities in Kancheepuram and Jodhpur districts have increased their capacity to organise themselves around community development and to claim basic rights.

- Duty-bearers have increased their presence and fulfilment of obligations in targeted communities in Kancheepuram, Ramnad and Jodhpur districts.

II. Evaluation Description

The purpose of the evaluation is to provide a final external assessment of the programme, including programme management, and the integration of the Human Rights Based Approach throughout the country projects. The recommendations from the evaluation are expected to inform a potential subsequent programme starting in 2021.

Evaluation objectives

Objectives of the evaluation are:

- To assess the overall impact and sustainability and management of the programme, as a roll up of both the Kenyan and Indian project.

- To assess the change of women's/rights-holders' opportunities for social and economic empowerment and enabling gender equality in targeted communities.

- To assess the change in communities' capacity to organize themselves around community development and to claim basic rights.

- To assess whether Partner Organizations internal capacity development has been strengthened and hence operates in a more effective and efficient manner, both at a strategic and operational level.

Evaluation topics

The evaluation shall assess for, but is not limited to:

- Women's role and inclusion in economic activities/livelihoods;

- Women's knowledge and awareness in entrepreneurship and business development;

- Women's participation in important decision making at the household and community level;

- Community members' knowledge and capacity in accessing their rights and entitlements related to women's rights, child rights, health and environment;

- Women's participation in community meetings/fora, as well as public spaces such as local

governance and administration that links them to their rights and entitlements;

- Men's understanding of gender equality and economic empowerment, as well as their attitude towards women's decision-making power at family and community level;
- The existence of active School Management Committees (SMCs) and Self Help Groups (SHG) and community based organizations, and their role and responsibilities in their respective community, as well as their ability to hold duty bearers (community leaders and government officials) accountable; and
- Government agencies presence and role in targeted communities, and their fulfilment of obligations (e.g. access to government social benefits like pensions, scholarships, mid-day meals, health care, quality education and provision of ID cards) in targeted communities.

Evaluation Issues

The evaluation shall address the programme's relevance, effectiveness, efficiency, design, sustainability and impact and provide lessons learned. The evaluation shall identify strengths and weaknesses, and recommendations for future and similar projects. Potential questions within the evaluation issue areas are included below, and should be used as guidance.

Relevance and design

- To what extent is the project aligned to needs, priorities and policies of the target group, the government, Hand in Hand and Forum Syd?
- Are the activities and outputs of the project consistent with the intended impacts and effects?
- To what extent is the programme model relevant and appropriate? Was the appropriate target group reached?

Effectiveness

- To what extent were the objectives achieved? What were the major factors influencing the achievement?
- To what extent have women's/rights-holders' opportunities for social and economic empowerment and enabling gender equality in targeted communities improved?
- To what extent has communities' capacity to organize themselves around community development and claim basic rights in the targeted Kenyan and Indian communities improved?
- To what extent have duty-bearers presence and fulfilment of obligations in targeted communities changed?

Efficiency

- Has the project been implemented in a cost-effective manner?
- Have activities been implemented in a timely and adequate manner?
- To what extent was the level of involvement of the community/government/implementation partners sufficient? Was there a need for deeper collaboration?
- To what extent has the project complemented other interventions, including of the government, other development programmes or schemes?

- Have the inputs from Forum Syd, POs, HiH Sweden and government agencies been provided as planned, and were they adequate?

- To what extent did trainings lead to greater knowledge and changes in behavior?

- To what extent has there been cross learning between India and Kenya?

To what extent were environmental and basic rights and gender equality integrated into training modules?

- To what extent were the staff adequately trained to implement a project with a human rights component and to deliver training to the target group on basic rights and gender equality?

Impact

- Has there been a measurable change or impact within the direct target group, regarding

- Contribution to women's empowerment (social and economic)?
- Contribution to economic and social empowerment?
- Contribution to poverty reduction?

- What are the prospects for upscaling, replication or multiplier effects?

Sustainability

-To what extent are effects of the project likely to continue after the donor funding has ceased?

- To what extent has there been capacity development due to this project in the POs?

- What is the likelihood of POs to continue to self-evaluate and improve their operational capacity, after the end of this project (i.e., AOCM- tool)?

- Are the self-help groups, economic activities and other activities initiated likely to continue after the termination of the project?

Women's Empowerment & Gender Equality

- To what extent are project results likely to contribute to women's empowerment?

- To what extent has the project contributed to raising awareness about, and raising respect for, women's rights and empowered them to claim their rights?

- In what ways could there be improvements made to interventions, activities, additional stakeholder engage, to increase gender awareness and respect in a future project?

It is expected that the evaluation topics will be further developed by the evaluator, and further elaborated during the Inception Phase of the Evaluation.

Evaluation approach and methods for data collection and analysis

It is expected that the evaluator will describe and justify an appropriate evaluation approach/methodology and methods for data collection in the tender. It is assumed that evaluation design, methodology and methods for data collection, as well as analysis approach, will be fully developed and presented in the Inception Report.

It is expected that the evaluator(s) in their tender will present: (i) how participants will take part in and contribute to the evaluation process; and, (ii) how methodology and methods for data collection used will contribute to reflection, discussion and learning between the intended users of the evaluation.

Organisation of evaluation management

The Evaluation is commissioned by Hand in Hand Sweden, and the intended users are Forum Syd, Partner Organizations, and HiH Sweden.

The Evaluation Committee (composed of program and MEAL managers) have contributed to this Terms of Reference and will be provided with an opportunity to comment on the Inception Report, as well as on the Final Report, but will not be involved in the management of the evaluation.

Evaluation quality

The evaluation shall conform to OECD/DAC's Quality Standards for Development Evaluation.¹ The evaluator(s) shall specify how quality assurance will be handled during the evaluation process.

Time schedule and deliverables²

It is expected that a time- and work-plan will be presented in the tender, and further detailed in the Inception Report. The Evaluation shall be carried out and presented during the period August – November 2020. The timing of any field visits, surveys and interviews need to be settled by the Evaluator, in dialogue with the main stakeholders during the Inception Phase.

The table below lists key deliverables for the evaluation process and shall be developed by the evaluator.

Deliverables	Responsibility	Deadlines 2020
1. Start-up meeting (some participants by video conference)		
2. Draft Inception Report		
3. Inception meeting (some participants by video conference)		
4. Comments from intended users to evaluators		
5. Final Inception Report		
6. Debriefing/validation meeting		
7. Draft Evaluation Report		
8. Comments from intended users to evaluators		
9. Final Evaluation Report		Mid November 2020

¹ DAC Quality Standards for development Evaluation, OECD, 2010.

² Please note that given the world situation due to the developing coronavirus, field work may be postponed.

The Inception Report will form the basis for the continued evaluation process and shall be approved by HiH Sweden before the evaluation proceeds to implementation. The Inception Report should present the evaluation approach/methodology, and methods for data collection and analysis to be used, as well as the full evaluation design. A clear distinction should be made between evaluation approach/methodology and methods for data collection. A specific time- and work-plan, including planned working-days for the evaluator (s) should be presented. The time-plan should include reflection and learning between the intended users of the evaluation.

The Final Report shall be professionally proof-read. The executive summary should be no longer than two pages. The Evaluation approach/methodology and methods for data collection used shall be clearly described. All limitations to the methodology and methods shall be made explicit, and the consequences of these limitations briefly discussed. Findings shall flow logically, showing a clear line of evidence to support the conclusions. Conclusions should be substantiated by findings and analysis.

Recommendations and lessons learnt should flow logically from the conclusions. Recommendations should be specific, directed to relevant stakeholders and categorised as short-term, medium-term and long-term. Recommendations should include relevant improvements to, for example, project design, log framework, project management, or other issues to enhance the project's effectiveness and impact.

The Report should be no more than 35 pages, excluding Annexes (and Terms of Reference and Inception Report).

Evaluator qualifications

A CV for the evaluator(s) shall be included in the tender, containing a full description of relevant qualifications and professional work experience.

The evaluator(s) must be independent from the evaluation object and evaluated activities, and have no stake in the outcome of the evaluation.

Resources

The maximum budget amount available for the evaluation is **500,000 SEK including VAT, taxes and all expenses**. The contact person is Fiona Rotberg, Head of MEAL, at Hand in Hand Sweden. The contact person should be consulted, should any problems arise during the evaluation process. Relevant documentation will be provided by the PO project managers. Relevant documentation will be provided before the start of the evaluation.

Tender date

Please submit your tender by **6 May 2020**, by close of business CET. Please send your full tender to Fiona.Rotberg@handinhandsweden.se, with **ForumSyd Evaluation** in the title of the email.