

TERMS OF REFERENCE:

PROJECT EVALUATION USING OUTCOME HARVESTING METHODOLOGY

Project Title: Strengthening capacity of young women and men in Kyrgyzstan to promote peace and security

Expected Start Date: 1 April 2020

Overview

Saferworld Kyrgyzstan is planning to hire a consultant to work with Saferworld's Regional MEL Coordinator to conduct an external end-of-project evaluation of the "Strengthening capacity of young women and men in Kyrgyzstan to promote peace and security" project funded by the United Nations Peacebuilding Fund (UNPBF), and its impact on youth capacity and ability to participate meaningfully in peace and security processes in Kyrgyzstan. The evaluation includes a review of internal and external documents, conducting key informant interviews (KIIs) and/or focus group discussions (FGDs) with the project team, partners, and project participants, including youth-led initiative groups, district and province level authorities, the donor (UNPBF), and other project participants.

1. Background and context

Saferworld is an independent international organisation working to prevent violent conflict and build safer lives. We work with local people affected by conflict to improve their safety and sense of security. We do this by supporting effective policies and practices through advocacy, research and policy development, and through supporting the actions of others.

From November 2018 until May 2020, [Saferworld Kyrgyzstan](#) together with its partners [IDEA CA](#), [Foundation for Tolerance International](#) and [Interbilim](#) implemented a project supported by the UNPBF. This project aims at empowering young women and men of Kyrgyzstan to act as positive agents of changes within and beyond their communities. The project targeted 10 communities in 4 provinces (Batken: Kotormo and Kyzyl-Kiya; Chui: Belovodskoye, Kant, and Tokmok; Jalal-Abad: Bazar-Korgon and Taigaraev; Osh: Osh city, Ak-Tash and Uzgen).

The project facilitated safe dialogue spaces for young women and men in Kyrgyzstan to collectively identify and articulate their peace and security concerns, empower youth to advocate for action and accountability from their authorities, and create opportunities for meaningful youth participation in decision-making processes around peace and security. The project piloted an innovative WhatsApp peacebuilding course, launched youth-led community peace initiatives and advocacy campaigns, and facilitated the first-ever youth-led report in Kyrgyzstan on youth perceptions of the Government's progress on the commitments made to the Agenda 2030 global goals related to youth, gender, peace and security. This project amplified the voices of youth and promoted inclusive processes in a context where youth have been largely excluded from local, sub-national, and national-level decision-making.

2. Project objectives

The project aspired to achieve the following three outcomes:

- 1) Young women and men from different geographic, ethnic, religious and socioeconomic backgrounds are empowered within their communities, and pro-actively and collectively contribute to peacebuilding solutions addressing youth concerns at local, sub-national, and national levels.
- 2) Youth Leaders facilitate inclusive peacebuilding processes at local, sub-national and national levels, advocate for youth peace and security needs to be addressed by authorities, and ensure meaningful participation of youth in relevant policy processes
- 3) Local and national authorities recognise young women and young men as key actors, participate in youth-led activities, include them in dialogue and decision-making processes around peace and security, and take steps, including through the provision of funding, to address their specific concerns and needs

3. Purpose and objectives of the evaluation

The evaluation aims:

- a) To assess project activities and results, and develop recommendations for Saferworld and CSO partners on improving the impact of our work;
- b) To assess the intended and unintended outcomes of the project and to determine the level of the project's contribution to these outcomes;
- c) To identify and analyse lessons from Saferworld's and partners' approaches of work with young people

The specific objectives of the evaluation are to:

- Identify and describe the outcomes (both expected and unexpected) from the project implementation and their significance in the project context;
- Establish the contribution (direct or indirect causal link) of the project to the identified outcomes;
- Identify lessons learnt and best practices related to the project context, actors engaged, strategies applied in the implementation, and changes observed;

4. Key evaluation questions

This evaluation seeks to answer the following questions (note: the evaluator may adjust or add to these questions, in consultation with Saferworld, to ensure sufficient data is collected):

a) For monitoring and evaluation of project activities and results:

- What youth-led activities have been planned and what is their aim? Who is being targeted?
- What activities have/haven't been carried out? If not, why?
- Were the project activities undertaken and were the outputs delivered on time?
- Have the project outputs and outcomes been achieved in accordance with the stated plans?
- Are the project participants being reached as expected? Are they satisfied with the project activities? Are activities tailored to their needs?
- What activities have worked? Why? What was the outcome?
- What activities haven't worked? Why?
- Is the project in line with donor priorities?
- Are the project activities and outputs consistent with the intended objectives and outcomes?

b) For assessing the intended and unintended outcomes of the project:

- Who are the different actors (individuals, groups, communities, institutions) who were involved in or benefitted from this project? What did each do/are doing differently (change/outcomes), when, and where?
- Why are each of the outcomes identified (actors doing things differently) significant to the project context?

- How has the project contributed to each outcome? Who else has contributed to these changes? What is the evidence?
 - Do the outcomes of the project come from the project activities, from external factors or from both?
 - What do the different actors and stakeholders perceive themselves to be the impact of the project?
 - What are the major factors influencing the achievement of the project's outcomes?
 - What were the changes within the local, province and national-level authorities/structures in ensuring that needs and perspectives of different youth groups are met during the decision-making processes with regards to peace and security?
 - Do the project's expected three project outcomes/objectives mentioned above remain valid and pertinent as originally planned or subsequently changed?
 - What are the gender implications of the identified outcomes? Do they affect young women and men differently?
 - How sustainable are these outcomes? Or are they one off changes we have seen?
 - Are there areas where we haven't seen any outcomes or negative outcomes? If so why? Do we need to change our approach or ways of working or should we focus on other areas instead?
- c) For identifying lessons from the project's contribution to strengthening capacity of youth to be able to participate in peace and security processes**
- Will the benefits generated by the project continue once external support ceases?
 - How local institutions did support the project and if the project was well integrated into social and cultural structures?
 - How was the project aligned to, or supportive of, national strategies?
 - How useful have the implemented initiatives been in strengthening capacity of youth in all target communities?
 - During the development and implementation of the initiatives, what could have been done better, and what outcomes could be expected from these improvements? What lessons learned could be transferable to the overall community policing/security work?
 - How have these initiatives influenced the perceptions of the communities and local authorities on how to strengthen the capacity of youth in participation in peace and security processes? How could they be improved and scaled up in future?
 - What are the recommendations for improving the sustainability of the project impact?

5. Evaluation methodology and process

As Saferworld's approach to monitoring, evaluation, and learning (MEL) is through outcome harvesting, this evaluation will use the outcome harvesting methodology. This approach is detailed in our learning paper [Doing things differently](#). The focus of this outcome harvesting evaluation is to interact with various categories of target actors with the aim to establish what changes in behaviour and relationships have taken place as a result of our work and what the significance of those changes are both in the short- and long-term. It is expected that the evaluator will engage with the project team, partners, and project participants to identify and document significant outcomes realized during the project implementation.

The outcome information should be collected in the following ways:

- Review the project documents, including monitoring data (baseline, midline and end-line reports) on the project outputs and outcomes, and identify preliminary outcomes.
- Conduct KIIs and/or FGDs with selected project participants (youth, women, local/sub-national (province) and national government authorities) to substantiate and verify harvested outcomes and to identify additional outcomes.

- Conduct KIIs and/or FGDs with the project team (Saferworld and CSO partners) to expand on the identified outcomes, contextualise, and analyse their significance and discuss how they contributed to achieving the project objectives (as applicable).
- Collect at least two stories of change based on outcomes to be included in the final evaluation report.

The outcome harvesting and data collection methods should be described in more detail in the expression of interest, clearly outlining how they will be used in practice during the evaluation process.

6. Evaluation outputs

The expected outputs are:

- Final methodology/work plan produced and shared after the briefing meeting with Saferworld;
- Participating in Outcome Harvesting workshop
- Draft evaluation report produced for Saferworld's and CSO partners' review;
- Final evaluation report, incorporating Saferworld's and CSO partners' feedback, produced. The report should be written in clear and concise English language, be of high quality to share both internally and externally, and not exceed 20 pages, excluding any annexes (e.g., list of people interviewed).
- Conduct FGDs and KIIs, selection of participants to be determined in consultation with Saferworld and CSO partners during the briefing meeting;
- At least two stories of change (maximum two pages each) included in the annexes.

7. Timeframe

The final report should be **submitted to Saferworld no later than April 30 2020**. The suggested timeframe is below, though might be edited accordingly later.

Days required	Activities
0.5 day	Online debrief on methodology and preparation with Saferworld
5 days	Desk review of existing programme documentation (including project proposal documents, youth-led Community Security Assessments, youth-led initiatives' related documents, training materials and participants evaluation sheets, SDG report, baseline, midline and end-line reports, outcomes collected through regular outcome harvesting with partners, partner reports, bi-annual and annual donor reports)
2 days (in April)	Participation in Outcome Harvesting workshop with Saferworld and CSO partners that will be held in April 2020
10 days	Data collection/field visit to project locations to conduct FGDs and KIIs with project participants, project team (including partners), donor, authorities and other.
10 days	Writing up draft final evaluation report (including case studies) for review/feedback from Saferworld and CSO partners
1 day	Validation workshop with SW and partners (and MEL Adviser in London if needed) to discuss the findings.
3 days	Incorporation of feedback from Saferworld and CSO partners and production the final evaluation report
0.5 days	Debrief and feedback meeting with Saferworld and CSO partners

8. Approaches

- The evaluator will work closely with the Saferworld and CSO partners' project team and Saferworld's Regional MEL Coordinator to design and undertake the evaluation, using the Outcome Harvesting methodology.
- The evaluator will manage the process from inception to completion, working closely with Saferworld and CSO partners; the evaluator will be managed by the Saferworld Project Manager.
- The analysis, approach, and methods should adhere to Saferworld's conflict and gender sensitivity approaches and community security model and strive for simplicity in design with practical application.
- The analysis, approach, and methods should be participatory, whereby team members, partners, and participants are involved throughout the process.

9. Qualifications, Skills, and Attributes Required

The assignment will be contracted to an evaluator/company with experience in the following areas:

- Significant experience designing and leading evaluations and/or reviews based on outcome harvesting, including a demonstrable understanding of qualitative and participatory approaches
- Experience working in fragile and conflict-affected contexts
- Strong experience and communication skills to facilitate interviews (including remotely), with a range of actors
- Practical experience in Outcome Harvesting, or Most Significant Change and Utilisation-focused evaluation tools
- Demonstrable experience of producing high-quality, credible reports in English
- Excellent written and verbal communications skills in English
- Sound knowledge of Central Asia, highly desirable knowledge of Kyrgyzstan context
- Preferable fluency in Russian and/or Kyrgyz language (non-Russian and/or Kyrgyz speakers will need to budget for adequate translation as part of their application)
- Demonstrable experience conducting evaluations for conflict prevention, peacebuilding, or youth projects

Application process

Saferworld invites expressions of interest from evaluators/companies with the required skills and experience. The expression of interest should comprise:

- A cover letter outlining relevant experience, and suitability for the consultancy (maximum 1 page)
- An outline of the methodology proposed for the assignment (maximum 2 pages)
- CV/company profile, including contact details for two referees/references
- A sample of previous work relevant to the assignment (in English)
- Indicative budget (maximum 1 page) covering daily rate(s) and any related expenses. Rates should be in USD and inclusive of VAT. The budget should be inclusive of visa fee and translation costs (if the evaluator does not speak local languages), including all travel-related costs (international and local flights and in-country accommodation).

Please submit expressions of interest with all supporting information to recruitment@saferworld.org.uk. Your e-mail must have the subject heading indicating **Kyrgyzstan UNPBF Project Evaluation**.

Deadline for applications is 25 February 2020

We regret only shortlisted candidates/companies will be contacted. It is anticipated that interviews will take place the week following the application deadline.

