



DEFENDERS
COALITION

TERMS OF REFERENCE

TO CONDUCT END OF PROJECT REVIEW

Introduction and Background

The Defenders Coalition is the national Coalition of Human Rights Defenders in Kenya. It is a national membership organization established in 2007 and registered under Kenyan law as a Trust. The Defenders Coalition works primarily for the protection of Human Rights Defenders (HRDs) in Kenya. Among others, the NCHRD-K strengthens capacities of HRDs to work more effectively, besides advocating for favourable legal, policy and institutional environments in order to reduce their vulnerability to the risk of persecution and or harm.

In 2019, the Defenders Coalition received project funding support from the Embassy of Norway for a two-year project titled *Ni Mama*. The project's expected effect on society (impact) is an improved operating space for Women Human Rights Defenders (WHRDs) to promote human rights, protest injustices and demand good governance in a safe and secure environment. The Expected outcomes are;

- i. affirmative action on WHRDs enhanced through advocacy and collaboration, and their work recognized
- ii. evidence based advocacy for WHRDs and their work enhanced,
- iii. improved safety for WHRDs and
- iv. Defenders Coalition consolidates itself as a relevant, effective and sustainable organization.

An end term review of the project focusing on results achieved by the project is now due. It is on this basis that the Defenders Coalition is seeking the services of a consultant/consulting firm to undertake a project review of the Ni Mama project.

1. Proposed action

Defenders Coalition plans to conduct an end of project review of the “Ni Mama” project to assess impact/ results achieved and to among other things, implementation process (success, challenges and mitigation), and lessons learned in the course of its implementation.

2. Project Area

Defenders Coalition proposes to carry out the review in five project counties of Lamu, Elgeyo Marakwet, Vihiga, Nairobi and Wajir to assess the project outcomes/impact on WHRDs and their work.

3. Objectives:

The overall objective of the review is to identify the results achieved through the project in the support for WHRDs within the five counties of Lamu, Wajir, Vihiga, Elgeyo Marakwet and Nairobi. A review of information and data shall result in a Report of the End of project review in form of status report and recommendations for enhanced interventions within the organisation, and partners, and opportunities available to be exploited by the WHRDs and Defenders Coalition's work with WHRDs.

Specific Objectives:

Main objective: To assess achievement of results, at outcome and output level of the Ni Mama-project, including contribution towards the intended impact and any unintended consequences of the project, both positive and negative.

Sub-objectives:

- a. To assess the extent to which COVID-19 has impacted the achievements within the project and assess the ability of Defenders Coalition to adjust to meet the obstacles created by COVID-19.
- b. To examine the design and the strategies used in the project, with a view to assessing the sustainability of results achieved.
- c. Distil lessons learnt useful to advance the Defenders Coalition work partners working with and for WHRDs.
- d. To assess opportunities, challenges and proposed mitigation to enhance the project and better working environment for WHRDs in Kenya.
- e. To recommend opportunities to enhance the sustainability of the project
- f. To make recommendations that may inform decision-making towards improved programming to meet the needs of WHRDs.

4. Specific Tasks:

The specific tasks required to realize the specific objectives of the consultancy are the following:

- Elaborate on your understanding of the assignment and submit an inception report, including a work plan and budget.
- The consultant shall undertake a comprehensive literature review of the relevant project documents, reports, policies and recommendations of various reports on WHRDs, and thereby consolidate existing knowledge on WHRDs and their work at global, regional and national levels.
- Develop and implement effective methodologies and tools to ensure all necessary information and knowledge is captured and analysed,
- Plan, implement and coordinate inclusive consultation of representatives of the main relevant stakeholder groups in the selected counties including state partners, CSOs, private sector, citizens, respective oversight authorities, governance experts and local governments among others;
- Support national level consultations on the inception report, methodologies and tools, draft reports and recommendations, and
- To draft an MS PowerPoint presentation, to be included with the Final Report, that will describe the aims, methodology, and main results that may be used in a donor engagement forum.

5. Methodology

The review is expected to, among other things, apply both qualitative and quantitative methods. Sources of data will be both primary and secondary. This will entail review of project reports and field study at identified project areas, to conduct on site visits and interviews with beneficiaries and relevant stakeholders/partners including HRD networks, state and non-state actors.

However, applicants are encouraged to make proposal in the Inception Report relating to the modalities of data collection and analysis for review and approval

5.1 Data collection and analysis

The organization of the fieldwork and methods of data collection and analysis will be informed by the Terms of Reference and more specifically by the specific objectives of the review. The general evaluation approach shall be hinged on triangulation of data sources, methods, and tools in obtaining data that form the basis of the findings to be presented in the report. Primary data shall be collected from a wide spectrum of project stakeholders.

5.2 Quality standards

The consultant shall strive to back findings and conclusions by reference to evidence. The representativeness of findings will be commented on. The partner will be allowed to comment on factual errors in the report before the final submission. The consultant shall apply ethical standards related to matters such as confidentiality of informants, sensitivity regarding the handling of information and respect towards staff and beneficiaries of the program.

6. Work plan

An indicative work plan will be put forward for review and approval in the Inception Report. The indicative work plan will include the following information:

- a) Main activities to be carried out,
- b) Tentative dates (by week),
- c) Tentative locations,
- d) Expected outputs,
- e) Relevant comments/remarks.

Defenders Coalition shall link up the Consultant with local partners for interviews and on-site field visits where applicable.

7. Deliverables

The main deliverables to be provided by the consultant are:

1. Inception Report including a work plan and budget
2. Minutes of key meetings,
3. Draft Final Report,
4. Final Report including PowerPoint presentation and an annexed list of informants

All reports will be submitted in English and in digital form, preferably in MS Word and/or PowerPoint format.

8. Duration and timing

The consultancy is to be undertaken during the period of three weeks. A break-down of how these days shall be utilised shall be reflected in the schedule of work to be presented to Defenders Coalition by the consultant. Proposed commencement date of the activity is August 5th , 2021.

9. Coordination

The Defenders Coalition will coordinate the planning and execution of the consultancy through the Executive Director and the Director of Programmes.

10. Desirable qualifications and experience

The responsible consultant is expected to work with a high degree of independence coupled with proactive planning and a collaborative approach for the involvement of all key stakeholders. In addition, the following qualifications and experience are desired:

- The consultant must have obtained at least a university degree in Security Studies, Gender studies, Project Planning and Management, law, human rights or related subjects,
- At least 5 years of experience and knowledge of governance, human rights, gender, and human rights defenders; experience in economic governance would be a comparative advantage,
- Experience in applying statistical models and analysing data from a variety of sources,
- Experience in developing reliable data-gathering tools,
- Written and oral proficiency in English is required; working knowledge of Kiswahili will be an advantage.
- Networked and experience working in and familiar with the national, regional and international contexts
- Knowledge of the regional and international instruments on matters W(HRDs) will be an advantage.
- Excellent writing, editing, organisational skills and attention to detail.

11. Remuneration

The consultant shall present to the Defenders Coalition a technical and financial proposal indicating costs of carrying out the evaluation. Defenders Coalition consideration shall be guided by the experience and track record of the consultant and the accompanying qualifications.

12. How to Apply

All interested consultants/firms are requested to write an expression of interest by describing their competence in management and a proposal to show how they will deliver on the identified tasks:

1. Interpreting the terms of reference
2. Providing a detailed professional budget in Kenya shillings (indicating daily professional rates)
3. Explaining their competences to meet the requirements of the assignment
4. Attaching brief technical biographical data of the core team-members

5. Providing evidence of similar work undertaken in the recent past (not more than 3 years)

All applications should be addressed to the Executive Director, Defenders Coalition and sent via email to info@defenderscoalition.org

Deadline for submission of Expression of Interest to conduct End of Project Review – Ni Mama Project **July 30, 2021 at 5:00 PM.**