



DEFENDERS
COALITION

TERMS OF REFERENCE **TO CONDUCT END OF PROJECT REVIEW**

Deadline 30 April 2024

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 favorable legal, policy and institutional environments in order to reduce their vulnerability to the risk of persecution and or harm.

Following the completion of one of the projects, the Defenders Coalition is seeking for consultant to conduct an end term review of the project that was implemented between 2020 -2024.

1. Proposed action

Defenders Coalition plans to conduct an end of project review of the 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 among five of its partners to assess the project outcomes/impact on their organizing.

3. Objectives:

The overall objective of the review is to identify the results achieved through the project in the five organizations. 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 partners and Defenders Coalition's work with challenging powers at various levels.

3. Specific Objectives:

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

Sub-objectives:

- a. To examine the design and the strategies used in the project, with a view to assessing the sustainability of results achieved.
- b. To assess the capabilities of partners and their allies to derive informed and targeted strategies for push back and building of transformative power essential to their contexts.
- c. Distil lessons learnt useful to advance advocacy among diverse organizing contexts.
- d. To assess opportunities, challenges and proposed mitigation to enhance the project and better the working environment for CSOs and HRDs organizing around diverse issues in Kenya.
- e. To recommend opportunities to enhance the sustainability of the project.

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 the project, and thereby consolidate existing knowledge on the application of the project in diverse organizing arenas at the local, national, regional and global levels.
- Develop and implement effective methodologies and tools to ensure all necessary information and knowledge is captured and analysed.
- Support partner consultations on the inception report, methodologies and tools, draft reports and recommendations.

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 with identified project partners, to conduct interviews with partners and relevant stakeholders/partners.

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 – partners.

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:

- a) Inception Report including a work plan and budget
- b) Minutes of key meetings,
- c) Draft Final Report,
- d) Final Report including PowerPoint presentation.

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 5 May 2024.

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:

- a. 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.
- b. 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,
- c. Experience in applying statistical models and analysing data from a variety of sources,
- d. Experience in developing reliable data-gathering tools,
- e. Written and oral proficiency in English is required; working knowledge of Kiswahili will be an advantage.
- f. Networked and experience working in and familiar with the national, regional and international contexts.
- g. Knowledge of the regional and international instruments on matters W(HRDs) will be an advantage.
- h. 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 procurement@defenderscoalition.org, Cc info@defenderscoalition.org
Deadline for submission of Expression of Interest to conduct End of Project Review –PAS Frameworks Project is 30 April 2024 at 5:00 PM.***