

DEVELOPMENT AND IMPLEMENTATION OF A PROGRAM EVALUATION FOR AFRODAD MACROECONOMIC TRAINING PROGRAM

1. Introduction and Background

The training program was initiated by AFRODAD as a response to civil society concerns regarding their lack of capacity (skills and knowledge) to effectively participate in PRSPs and other economic development processes. Macroeconomic issues have been found to be particularly complex and too technical to most CSOs. In efforts to increase the participation and voice of African CSOs in Economic justice matters, AFRODAD put together this training facility in an effort to enhance the CSOs' capacity to ensure their active participation in future economic and development processes at different national, sub-regional, regional and international levels.

The project developed training materials and conducted full-time training courses for networks in Malawi, Tanzania, Uganda and Sierra Leone. Regional trainings were also done at the continental level and faith based groups in the SADC region. It is AFRODAD's intention that by the end of the training program, participants would better understand and be able to articulate:

- The concepts of Development, economic development, the economic growth and poverty reduction nexus and basic macro-economics
- The fundamentals of the macroeconomic framework underpinning the neo-liberal agenda as driven by the World Bank and the International Monetary fund.
- Understand the International power imbalances existing at global level, the gaps and weaknesses of the Bank and Fund Policies in poverty reduction and economic development. (Their role in developing countries).
- Be familiar with key policy instruments, techniques, of the fund and the bank.
- Be able to critically analyse the socio-economic impact of IFI policies on national development, including poverty reduction, and economic growth.
- Be able to design an advocacy strategy around these policy instruments.

2. The proposal

This proposal seeks the services of an individual or team to assist in the implementation of a range of monitoring and evaluation activities on the training to measure the program impact and success. The program has done a limited and immediate after - training monitoring and evaluation in place since its inception in 2006, (e.g., establishment of the quality of the courses, and participation surveys). To maximize the effectiveness of a comprehensive monitoring and evaluation activities, a number of monitoring and evaluation activities are envisaged in the final 3 year of the program (2008-09). Some of these activities are outlined in the Terms-of-reference below, with the emphasis placed on, but not exclusively restricted to, program evaluation. Other activities may emerge from the initial exploratory phase of the project.

The objective of the consultancy work is to assist the lobby and advocacy department of AFRODAD to assess the effectiveness of its training program in building the capacity of CSOs and AFRODAD partners on main policy instruments of the IFIs for effective campaign and advocacy and make recommendations with regard to the way forward for the program.

It is desirable that the individual/team responsible for these become familiar with the nature of the program, including its projects, institutional arrangements, relationships and systems and adoption challenges. As such, this proposal seeks to engage the individual/team as early as possible, with the first phase of the project dealing with program familiarization and the development of an Evaluation Plan and the second phase dealing with implementation of the Plan.

3. **Terms of Reference** - The successful individual/team will be expected to:

1. Familiarize the evaluation team with all aspects of the program, including the expectations of its stakeholders, so that it is well placed to design an evaluation Plan that meets key stakeholder needs.
2. Design an appropriate Evaluation Plan for the training program that will enable the program's success to be measured at both the national and individual regional levels, and to meet other key needs that may be identified in the first ToR above and as a minimum will address the need to:
 - including statistically defensible data analysis of changed behaviors supported by meta - data;
 - determine the changed behaviors of those who participated in training including AFRODAD partners, non partners, and government officials
 - assess the likely impact to program partners through causal effect analysis; and
 - Assess the program's institutional arrangements and processes so as to draw lessons for the design of similar future training initiative.
 - assess the program's performance from the perspectives of the key stakeholders in AFRODAD including regional trainings, national partners, and faith based organization perspectives

In doing this, the evaluation team will need to consider and take into account:

- The engagement of regional, faith based and national stakeholders in the evaluation process;
 - the definitions of success at the regional level i.e. what exactly is to be adopted given regional variation
 - the option of repeating the training program initiated in 2006 if appropriate ; and
 - Travel to the countries in which the trainings were held to visit groups and stakeholders in Malawi, Tanzania, Mozambique, Uganda, and South Africa.
- Other complementary activities that will be necessary to implement and complete in order to evaluate the success of the program. This will include methodology to clearly demonstrate

achievement of the regional and national goal including change on policy engagement with governments at various levels,

- Campaign and lobby outcomes initiated

4. Expected Outputs – The consultant is expected to provide:

Following agreement to an evaluation Plan by AFRODAD to undertake activities identified in the Plan according to the agreed schedule,

The Outputs from this study will include:

1. An Program Evaluation Plan;
2. A benchmark framework to be used on the program
3. The Final Report
4. Presentations to AFRODAD representatives at critical points throughout the study
5. All reports and data will be the property of the AFRODAD

5. Milestones

Activity	Date & Place	Purpose
Execution of the Contract and commence of the study	13 January 2009	Initial payment
Inception meeting with AFRODAD	By 14 January 2009 (teleconference)	Settle on plan Methodologies and a plan for moving forward
Completion of an evaluation plan	22 January 2009	Provide a framework for undertaking evaluative activities
Agreement of the plan by AFRODAD	22 January 2009	Enable evaluative activities to commence
Further milestones developed as per agreed in the evaluation plan	TBA	Provide confidence that the project is on track
Submission of all outputs per the terms of reference including the final report and presentation to AFRODAD team	1 April 2009	Accountability to the funding partner and final payment

6. Minimum Requirements : - All aspiring consultants should submit full details of their qualifications & experiences in doing similar consultancy work in their CV of not more than 6 pages, date of availability noting the timing as per this advertisement and any information relevant and related to the above activities.

7. Fees & Conditions of Payment

A set fee will be paid for the project. Payments will be in accord with a payment schedule linked to Milestone reports.

A budget of between US\$6000 - US\$8000 is available for this project for consultancy services, it excludes of all costs associated with the implementation of evaluation activities outlined in the agreed Evaluation

Plan. Project development, implementation fees and expenses associated with data collection, surveys and non-fee related activities will be met directly by AFRODAD. This cost will not exceed US\$ 6000

The payment schedule will be:

On acceptance of the Evaluation Plan: 45%

On submission and presentation of a draft final report: 30%

On submission and presentation of a final report: 25%

The contract for the project will be managed by AFRODAD.

8. REPORTING ARRANGEMENTS

The Consultant will report to the Lobby and Advocacy programs Director on a regular basis and in accordance with milestone dates, and be available for ad-hoc enquiries by telephone or email.

Milestone reports will be submitted to AFRODAD as per the agreed milestone schedule.

9. EVALUATION CRITERIA

Applications will be evaluated against the following criteria;

- Experience in designing and conducting projects of this nature.
- Experience in analyzing and presenting information from projects of this nature.
- Understanding of this project (and the issues to be dealt with).
- Proposed methodology/ies and budget.
- Capacity to perform on time.
- Value for money.

The budget

Training Evaluation			
Consultancy fee	1	8000	8000
Air ticket	5	800	4000
Accommodation	5(15)	75	5625
DSA	1	(50)20 days	1000
Contingency fee			500
Total			19125