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TERMS OF REFERENCE (FINAL EVALUATION)
(CONSULTANT)

Project: “PROMOTING THE EMPOWERMENT OF ANGOLAN WOMEN THROUGH CIVIL SOCIETY ORGANIZATIONS”
2015-2018

Since 2012, the Norwegian Embassy in Angola and UNDP Angola have joined efforts and resources to implement the project "Promoting the Empowerment of Angolan Women Through CSOs", with the aim of contributing to a greater awareness of social, economic and political women's rights. The project based on public calls for funding and competition between project proposals for small-scale grants, has supported civil society organizations working to strengthen women's rights and participation in the political, economic and social sphere.

The main objective of this evaluation is to produce an independent report on the implementation of the project over the period 2015-2018, to verify to what extent the project has achieved the planned results, to assess its relevance and effectiveness, its contribution to the achievement of SDGs and national priorities, to make recommendations to improve future support interventions in gender equality and women's empowerment.

I. HISTORIAL AND EVALUATION CONTEXT

The 2nd Cycle of the project took place over a 3-year period (2015-2018), resultant of a partnership between the Royal Norwegian Embassy and the United Nations Development Program, with the institutional partnership of the Ministry of Social Action, Family and Women's Affairs. In mid-2017, the Royal British Embassy joined the partnership with provision of additional fund for the project. The project based on public calls for funding and competition between project proposals for small-scale grants, has supported civil society organizations working to strengthen women's rights and participation in the political, economic and social sphere is. This cycle will officially end in December 2018.

In the course of its implementation, the project aimed to capitalize on the positive trends of greater protection and affirmation of women's rights in the country, evidenced in the Constitution of the Republic adopted in 2010, in the Law 25/11 of June 2011 on domestic violence, in the inclusion of gender priorities in the National Development Plan 2013-2017, and on the adoption of the National Gender Equity and Equality Policy in 2013. In addition, the project aligned itself with the UNDP Country Program to promote the strengthening of women's capacities, to promote evidence-based strategies that can support the advancement of gender equality and the empowerment of women, in line with Agenda 2030.

The main objective of this cycle was to improve knowledge and capacity of women to be able to exercise their political, economic and social rights and thus contribute to the achievement of ODS, particularly ODS 5. The 2nd Cycle of the project covered the period 2015-2018 and had three main expected outputs: (i) strengthened capacity of women to participate in political, economic and social processes, as well as the capacity of civil society organizations (CSOs) in gender project implementation; (ii) promoted advocacy for access to information and awareness of public policy and programs on women's political and social rights with focus on domestic violence, and studies on disaggregated gender statistics; and (iii) promoted women's economic empowerment and capacity for cooperatives, as well as women's participation in decision-making processes through social consultation platforms.

Throughout this three years, 11 different organizations received funds to implemented 14 projects in 8 provinces of Angola: Benguela (Lobito), Uíge (Uíge), Bié (Chinguar e Chitembo), Cunene (Ombadja, Curoca, Cahama, Ondjiva), Luanda (Luanda, Viana and Cazenga), Kwanza Sul (Sumbe), Huíla (Lubango and Gambos) and Namibe (Virei). The proposals were selected by a Technical Review Committee (TRC) chaired by UNDP and composed of representatives Norway Embassy, Ministry of Social Action, Family and Women's Promotion, UNFPA, Ministry of Justice and Human Right and civil society. The following organizations received funds to implemented micro-projects:

2015/2016: Angolan Action for Women (AAM), Information and Education Centre (CIES), Angolan Red Cross (CVA) and Youth Forum for Health Support and AIDS Prevention (FOJASSIDA)

2016/2017: People to People Development Aid (ADPP), Action for Rural and Environment Development (ADRA), Federation of Women Entrepreneurs (FMEA), Forum of Women Journalists for Gender Equality (FMJIG), Women Promotion in the Catholic Church (PROMAICA)

2017/2018: Public Policy Observatory Association of the Gender Perspective (ASSOGE), Information and Education Centre (CIES), Youth Forum for Health Support and AIDS Prevention (FOJASSIDA), Forum of Women Journalists for Gender Equality (FMJIG) and Young Women's Christian Association (UCF)

II. THE PURPOSE OF THE EVALUATION

The main objective of this evaluation is to produce an independent report on the implementation of the project over the period 2015-2018, to verify to what extent the project has achieved the planned results, to assess its relevance and effectiveness, its contribution to the achievement of SDGs and national priorities, to make recommendations to improve future support interventions in gender equality and women’s empowerment.

This review shall be based on information received through interviews and meetings with implementing partners, UNDP project team, Technical Review Committee, representatives of target groups and local government, field visits and review of relevant documentation. UNDP project team will support the consultant(s) to organize meetings and visits.

AREA OF FOCUS	ISSUES TO BE EXPLORED
1. Relevance	<ul style="list-style-type: none"> • Assess how relevant the project activities were to improve awareness and empower women to exercise their political, social and economic rights in Angola. • Assess how the project outputs and outcomes were relevant in terms of contributing to the achievements of SDGs, mainly 5, and its alignment with national priorities. • Were the outputs relevant to the needs of the target groups?
2. Effectiveness	<ul style="list-style-type: none"> • What were the key issues influencing the achievement/non-achievement of the objectives? • Assess programme management including the planning, monitoring, review, financial management and reporting systems.
3. Efficiency	<ul style="list-style-type: none"> • How cost-efficient were the project activities? To what extent were the project resources/inputs efficiently converted into results? • Was the project overall implemented in timely manner?
4. Risk management	<ul style="list-style-type: none"> • Assess the key risk factors that have been identified and measures taken to mitigate or manage them.
5. Sustainability	<ul style="list-style-type: none"> • To what extent will the benefits of the project continue after the project is finalised? • What are the issues influencing sustainability of the project? • Make recommendations on how to strengthen programme design and management and improve efficiency and effectiveness.

To this end, the UNDP office in Angola is inviting participation in a tender procedure to establish a contract for an impartial evaluation of the 2nd Cycle of the project “Promoting the Empowerment of Angolan Women Through CSOs”.

III. EVALUATION METHODOLOGY:

The following tasks will be carried out by the consultant(s):

- 1. Desk Review:** Collection and analysis of relevant documentation related with the project, such as project document, minutes, reports, etc. This can be reviewed homebased, prior to field work
- 2. Work Plan:** Present a work plan to UNDP project team, including the methodology to be implemented, the technical and / or theoretical perspectives to be implemented and a schedule;
- 3. Briefing:** meeting with the UNDP team, the Norwegian Embassy in Angola and the National Office of Women's Rights and Gender Equality / MASFAMU to discuss the work plan and to agree on tasks that will be carry out by the consultant(s).
- 4. Field Work:** Collection of primary documentation will take place in Angola, during a 7 days period (one week) and should include visits and interviews to implementing partners, target groups, local government representatives and visits (a sample will be considered) to provinces / localities where the projects were implemented.
- 5. Analyzes:** Draft of a preliminary project evaluation report including an executive summary (in Portuguese and English), conclusions, recommendations and lessons learned must be submitted to UNDP project team to collected comments.
- 6. Final Product:** Deliver the final evaluation report

IV. AWARD CRITERIA:

The assignment can be carry out by one consultant or a team of consultants. The tenderers must submit details of relevant competence and experience. A CV should be submitted as additional documentation of competence and experience.

COMPETENCIES:

- Masters (or equivalent) in Social Sciences, Political Sciences, Sociology, Development Studies and other similar areas;
- Demonstrate experience in conducting similar evaluations in developing countries
- Knowledge about the political, social and economic context in Angola;
- knowledge of UNDP results-based management and evaluation procedures;
- Experience with gender equality and women's rights issues in developing countries
- Fluent portuguese

- Excellent skills in analysis, synthesis and oral and written communication;
- Excellent in human relations, coordination, planning and teamwork;

EVALUATION CRITERIA

Evaluation Criteria	Score
Masters (or equivalent) in Social Sciences, Political Sciences, Sociology, Development Studies and other similar areas	20
Demonstrate experience in conducting similar evaluations in developing countries, particularly in the context of Angola	30
Knowledge and experience with gender equality and women's rights issues in developing countries, particularly in the context of Angola	30
Fluent portuguese	10
knowledge of UNDP results-based management and evaluation procedures;	10
Total	100

To choose the best offer, it will be considered technically qualified the proposal that obtains 70% of the total maximum score, and 30% will fit the financial proposal. The award proposal will obtain the highest score in the sum of the results of the technical and financial score under analysis.

V. PAYMENTS

This assignment has a thirty days timeframe.

Payment will be made based on results. The consultancy will be developed in accordance with the work plan established in the Terms of Reference and a schedule of activities agreed between the parties. Payment will be made in 2 installments: 30% at the beginning of the Contract and the remainder (70%), once the entire assignment has been fully executed.

VI. WORK PLAN

Actividades		DATA
1 st Meeting	- Stakeholders meeting - Presentation and discussion of methodology and work plan	1 st Day

Collection of relevant documentation	- Collection and analysis of project documentation - Scheduling and organization of field work visits and meetings	1 st Week
Field Work	- IPs, target groups and local government authorities visits and meetings (national level)	2nd Week
Presentation of preliminar report	- Complete report covering all agreed items, with detailed information on lessons learned, recommendations and conclusions with annexes (list of persons interviewed, field visit reports, list of documents analysed, questionnaires used)	3rd Week
Final Report	- Presentation of the final report, considering all comments and suggestions made on draft report	4th week

VII. EVALUATION REPORT FORMAT

- Cover
- List of Acronyms
- Contents (including annexes)
- Executive Summary (1-2 pages)
- Introduction: historical and evaluation contexto (1 page)
- Evaluation Description (6 pages)
- Results (3-4 pages)
- Conclusions (2-3 pages)
- Recomendations (1-2 pages)
- Lessons Learned (2-3 pages)
- Annexes

The report shall not exceed 40 pages, including annexes.

VIII. CONTACTS

All questions and enquiries regarding this invitation to tender are to be submitted by email to:
registry.ao@undp.org

Address: UNDP Angola, Estrada Direita da Samba, Condomínio Rosalinda, Edifício da ONU, 6º andar, Morro Bento, Luanda

IX. DOCUMENTS TO BE SUBMITTED

Proposals can be submitted in English or Portuguese and must be delivered electronically to:
registry.ao@undp.org

- Technical and Financial Proposals
- Copy of ID/Passport
- Curriculum Vitae