
CENTRE FOR BASIC RESEARCH (CBR)

Terms of Reference (ToR) for Conducting an End of Project Outcomes Evaluation of a CBR Civic Education Project titled: *'Strengthening Evidence-based Democratic Governance Agenda Setting and Engagement by Civil Society in Uganda'*.

1 Introduction

Centre for Basic Research (CBR) has since June 2018 been implementing a project titled: *'Strengthening Evidence-based Democratic Governance Agenda Setting and Engagement by Civil Society in Uganda'* (hereafter the CBR Civic Education Project). The project which is supported under the Democratic Governance Facility (DGF) Phase II concludes on September 30, 2022. CBR wishes to undertake an end of project outcome evaluation whose overall objective is: *'to determine the outcomes and impact achieved from the implementation of the DGF funded project, on the basis of which, draw lessons and identify best practices'*.

The specific objectives of the planned end of project evaluation include the following:

- a) To evaluate whether project approaches and strategies were effective in delivering the expected outcomes and impacts.
- b) To assess the extent to which the CBR Civic Education Project realised planned outcomes and impact, and to the extent possible identify the unintended effects, if any.
- c) To determine the level of sustainability of project outcomes and impact
- d) To draw lessons to inform future democratic governance agenda-setting and engagement by civic society and identify best practices.

2 The Key Tasks of the End of Project Evaluation

2.1 Key Research Questions

This end of project evaluation is expected to provide answers to the following key research questions:

1. **Project Design:** The consultant will determine the extent to which the project approaches and strategies were appropriate and sufficient in helping to efficiently and effectively deliver planned project outcomes and impacts. Specifically, the evaluation will answer the following evaluation questions:
 - Were the project approaches and strategies for research, and research capacity strengthening, technical backstopping and quality assurance, as well as research results dissemination sufficient to promote not only citizen engagements with duty bearers (citizen empowerment), but also increased responsiveness of duty bearers to the needs of citizens?
 - Did the project approaches and strategies used in delivery of the different project activities facilitate enhanced working relations between Centre or Basic Research and other civic education stakeholders (both state and non-state) in influencing policy position and practices at national level, and to the extent possible, sub-national levels?
 - Were project objectives, activities and indicators appropriately designed and sufficient to support strengthened democratic governance agenda setting and engagement by civil society at the national level?

- Were the project approaches and strategies for tracking outcomes and impacts from project interventions/activities appropriately designed to ensure that the objectives were met?
2. **Outcomes and Impacts:** The consultant will determine what the outcomes and impacts (or effects) of the CBR project were, especially among the DGF IPs that were supported by CBR.
 - From your point of view, what effects of the project (positive or negative or both), short-term or long term are outstanding, and why?
 - In what ways did the support by CBR to DGF IPs contribute to the improvement in their research capacities and impact the effectiveness of their interventions and outcomes under the DGF IPs?
 - What are the perceptions of the project stakeholders, especially those who participated in Monthly Expert Seminars, regarding the extent to which their civic skills and competencies were strengthened and civic dispositions were enhanced by the project?
 3. **Sustainability of Project Outcomes:** The consultant will assess the extent to which the outcomes and impacts (effects) of the project are sustainable in the short, medium and long term? Specifically, the consultant will determine:
 - The extent to which the outcomes and impacts of the project are likely continue after the end of the DGF funding to CBR?
 - What aspects of the research capacities of DGF IPs supported by CBR are likely to continue even after the end of the CBR project, and why?
 - What interventions implemented under the project are likely to continue even when the DGF has come to a close, and why?
 - What networks and partnerships created under the CBR project are mutually beneficial to CBR and the other parties to the networks and partnerships?
 4. **Contributions to DGF Outcomes:** To what extent did the CBR Civic Education project contribute to specific DGF outcomes under sphere 1. Specifically, the evaluation should demonstrate the extent to which the project contributed to the DGF outcomes:
 - DGFAoI 2.3 “Improved access to information and civic (voter) education: Civic education and transparency”
 - DGFs AoI 2.1 “Strengthening citizen engagements for government accountability”, and;
 - DGFs AoI 2.5 of “Improving civil society health”.

2.2 Evaluation Methodology

The CBR Civic Education project secretariat will support the work of the consultant, who will take lead in developing an acceptable methodology elaborating the key evaluation questions, in addition to schedule and timelines for the fieldwork and report writing. As an end of project outcomes evaluation, the consultant will demonstrate ability to use a mixed methods approach to collect primary data during this final evaluation. Among others, the consultant will use the following: desk reviews and interviews of project stakeholders. The project secretariat will identify key stakeholders for the interviews. The consultant will also be responsible for the costs of the field travels and interviews of respondents.

3 Deliverables

The Selected consultant will prepare an inception report demonstrating an understanding of the ToR and key evaluation questions, in addition to elaborating the tools that will be used for the evaluation as well as an outline of the field schedules and timelines.

The Consultant will submit a final evaluation report of not more than 20 pages (excluding the annexes), comprising the following:

- Executive summary
- Introduction with background to the evaluation;
- Methodology, specifying key evaluation questions, and tool for data collection;
- Key Evaluation findings and analysis;
- Conclusions, lessons learnt and recommendation;
- Annexes

4 Timelines

This evaluation will be undertaken during the month of September 2022. The entire duration of the assignment is 21 days.

5 Required Skills and Experience

- **Education:** A minimum of a Master's Degree or equivalent in relevant field of political or social science, development studies, human rights and democracy promotion or comparable relevant field.
- **Experience:** At least 10 years of directly relevant professional experience in project design, project management, project monitoring and evaluation with particular emphasis on projects related to democracy support, governance, peace-building or human rights.
- **Knowledge:** Strong knowledge of democracy, governance, human rights and civic education would be an added advantage. Knowledge in the use of computers and Microsoft office software packages and handling of web based monitoring systems.
- **Language proficiency:** The preferred candidate must show proof of prolific writing, and be fluent in spoken English.

Application process: Interested consultants should submit their application to the following e-mail: cbr@cbr.ug by 30 August 2022.