



TERMS OF REFERENCE

FINAL PROJECT EVALUATION AND DOCUMENTATION OF STORIES OF CHANGE FOR THE WOMEN'S ECONOMIC AND POLITICAL EMPOWERMENT (WEPE) PROJECT IN KABALE, LUWEERO AND AMURIA DISTRICTS

1. Background

Forum for Women in Democracy (FOWODE) is a national women's rights organization established in 1995. FOWODE grew out of the Women's Caucus of the 1994-1995 Constituent Assembly which debated and passed the 1995 Constitution of Uganda. FOWODE was established to offer a platform for Uganda's women's learning, networking, sharing experiences and advocating for gender equality and equity in decision making processes.

In a bid to address contextual barriers to women's participation in decision making, FOWODE is implementing a 2-year project whose core goal is, *"To carry out activities to empower grassroots' women to mobilize and advocate for a greater voice and inclusion in both formal and community-based political decision-making spaces in Uganda"*. The Women's Economic and Political Empowerment (WEPE) Project is being implemented in Kabale, Luweero and Amuria Districts, covering 6 Sub Counties; Rubaya and Kamuganguzi sub counties in Kabale district; Kalagala and Ziobwe sub counties in Luweero district and Asamuk and Kuju sub counties in Amuria district. The project is working with 30 women's groups (10 per district), 28 male champions, aspiring women candidates, 4500 citizens, local and national leaders and the media.

The project's specific objectives are;

- I. To protect full economic rights and justice for women.
- II. To expand democratic space; sustain inclusive governance and equal political participation of women.

The WEPE action that commenced in 2017 has registered significant progress in the attainment of women's rights in the three districts and we would like to conduct a thorough end of term evaluation and document stories of change to inform internal learning and scaling up of similar actions. It is against this background that FOWODE is seeking the services of a capable independent consultant to undertake this assignment in the 3 project districts.

2. Purpose and Statement of work

The overall purpose of this consultancy is to undertake an end term evaluation of the WEPE project and document the stories of change in the 3 project districts of Kabale, Amuria and Luweero. The evaluation report is expected to document lessons learnt and make recommendations that will be used to improve the design and implementation of other related projects and programs.

3. Nature and Scope of Work

This consultancy entails conducting an End-Term Evaluation of the WEPE project and documentation of stories of change.

A, End Term Evaluation.

This will be undertaken in the three project districts and will involve the following;

- I. Desk review of all relevant project documents including the project proposal, logframe, financial and narrative reports.
- II. Interviews with key project staff and other stakeholders in the 3 districts. (A list will be compiled and agreed upon in consultation with project staff)
- III. Interviews and Focused Group Discussions with key project beneficiaries
- IV. A thorough assessment of the relevance, efficiency, effectiveness, impact, and sustainability of the project.
- V. Documentation of the main lessons learnt to inform future programming.
- VI. Suggestion of specific and practical recommendations.
- VII. Provide answers to the following learning questions;
 - a) Does economic empowerment play a key role in encouraging women's participation in political and democratic processes?
 - b) What is the extent of the catalytic role that male champions can play in the promotion and protection of women and girl's rights?
 - c) Can community groups be spaces through which an alternative and transformative leadership can be built and sustained?
 - d) What works to sustain citizens' agency in a constricted political environment?

B, Documentation of stories of change

A total of 18 stories of change will be documented with 6 being drawn from each of the 3 districts. The selection of the specific stories of change will be agreed upon with the FOWODE project team before actual documentation commences and will be guided by the beneficiary reach as follows;

| Beneficiary Category per district | No of stories per district | Description/ Comments |
|--|-----------------------------------|--|
| Women's groups | 3 | 1 story on economic empowerment 1 story on political participation 1 story from group monitoring exercises/ outreaches |
| Civic Education | 1 | Showcase how these aided women's economic and political empowerment in each of the districts. |
| Peer facilitators | 1 | |
| Model men | 1 | |
| Total number of expected stories per district | 6 | |

4. Duration

The entire duration of this assignment is 35 working days. The consulting team must ensure that all work including; preparation, development of the evaluation tools, testing and reviewing of the tools, actual field work, data analysis, and dissemination of the key findings to stakeholders and reviewing of the final report can be completed within this time frame.

The consultant shall submit a detailed approach memo indicating their understanding of the assignment, cost effective methodology, work plan and budget.

5. Deliverables

- I. Final end-term evaluation report
- II. A well designed booklet of stories of change
- III. Professional high-resolution photos (captioned in accordance with the project photo captioning guide)
- IV. Detailed approach memo with attachments of related work done.
- V. List of key respondents and their contact information
- VI. Interview guides
- VII. Raw data

6. Support and resources to be provided

- I. FOWODE will prepare a contract and agree on its terms with the consultants before initiation of work.
- II. Provide key project documentation to guide the consultancy, including but not limited to; the proposal document, donor reports and the WEPE photo captioning guide.
- III. The selected consultant/firm will work closely with an appointed FOWODE staff to review and finalize the interview guides.

- IV. FOWODE will share with the consultant all available information as needed, provide guidance, information on district contacts where possible and also provide timely feedback/comments on the deliverables.

7. Ethics and data protection

The Consultant/ consultancy firm will acknowledge and agree that all work produced by/under the contract, including but not limited to data, materials, reports, outlines, drafts, any other materials or deliverables, in any medium (the “Work Product”) is the sole and exclusive property of FOWODE and will agree that s/he will not publish or publicly share or disseminate “Work Product” except as may be approved by FOWODE.

8. Required skills and experience

The ideal consultant/team’s profile should include:

- Degree in relevant subject: Monitoring and Evaluation, Gender and Development, Social Sciences, Development studies etc.
- Relevant and proven experience in research, project evaluation and documentation of stories of change.
- Experience in interacting with rural communities in Uganda.
- Excellent communication and report writing skills.
- Excellent written and spoken English.
- Must be able to work and deliver under immense pressure.
- Skills in document design and graphics are an added advantage.
- Knowledge of and ability to communicate in Rukiga, Luganda and Ateso will be an added advantage.

9. Application process

The consultant/consultancy firm is requested to submit an expression of interest letter, a technical proposal containing CVs with academic and training certificates of the proposed team and financial proposal to fowode@fowode.org and copy elizabeth.ampairwe@fowode.org not later than 5:00pm on 31st July 2020.