

CARE International UK - Terms of Reference

Consultancy to Develop Results Framework and Baseline Design for BRWB Consortium BRACED Proposal

1. Background – BRACED and BRWB

Building Resilience and Adaptation to Climate Extremes and Disasters (BRACED) is DFID's new multi-year, multi-country global programme for climate resilience. BRACED is expected to directly benefit up to 5 million vulnerable people, especially women and children, in developing countries by helping them become more resilient to climate extremes. In its first phase it will deliver interventions in up to 10 countries through grants to NGOs and their partners to scale up proven technologies and practices; develop research and evaluation to build the evidence on what works on adaptation and DRR; and build national and international capacity to respond to climate related disasters.

CARE, SNV, Tree Aid and RBM have come together to develop a project for the BRACED programme, entitled Building Resilience Without Borders in the Sahel (BRWB). The BRWB project focuses on support for poor people, particularly women, in rural areas of Central and North-East Mali, Northern Burkina Faso and Western Niger, to build their resilience to climate extremes and disasters. The project will be implemented in partnership with Agrhymet, ICRAF and ICRISAT (and potentially other partners to be identified). The consortium has been invited by DFID to undertake a Project Development (PD) phase to take the initial concept note to a full proposal for submission in July 2014.

2. Proposal Development Phase for Building Resilience without Borders in the Sahel (BRWB)

During February to July 2014 the consortium will be elaborating the full project design, undertaking research and/or piloting activities to strengthen the analysis and evidence base for the design, and developing a full proposal for submission to DFID by July 31, 2014.

The purpose of this project development phase is to deliver the following outputs:

- Establish the consortium and partnerships needed to implement the project activities at scale. The establishment and effectiveness of the consortium is a criteria condition for successful bids for full proposals.
- Undertake pilot work and studies, to provide more evidence on the costs and benefits of the proposed approaches – including details on the unit costs of proposed actions. This will be essential evidence for the assessment of full proposals.
- Develop a results framework with baseline design and milestones, and clear theory of change and an evaluation framework in partnership with wider BRACED programme.
- Document lessons learnt and best practices that can be shared under the knowledge management component. These should be made available/published in the public domain by the end of the project development period.

3. Purpose and description of the Assignment

To work with the BRWB consortium to develop a monitoring and evaluation strategy for the project, this is expected to include the following tasks:¹

- To review, develop as appropriate, and finalise a draft theory of change (ToC) for the project, which has been developed internally by the consortium to document the project's objectives, design and assumptions. The review should ensure that this product meets DfID criteria for ToCs. The review should conduct a limited literature review to document which aspects of the project's design are well evidenced by existing experience and research. This will inform the basis for identifying the project's key learning foci, which will be defined in collaboration with the consortium.
- To develop a monitoring and evaluation framework, based on the theory of change and corresponding to the projects logframe.²
 - The proposed monitoring framework should clearly seek to generate evidence on 'what works' for the consortium's interventions strategies in support of the project's evaluation strategy. As such, it should respond to the key learning questions and hypotheses identified through the theory of change analysis. The framework should also respond to BRACED programme monitoring requirements as outlined by the BRACED knowledge manager, working on behalf of DfID.
 - The consultant should ensure that the framework draws on and develops existing experiences by the consortium's partners and academic literature as appropriate. This may include academic literature on conceptual frameworks for monitoring resilience, as well as existing M&E frameworks, methods and tools developed by the consortium for similar projects. In particular, CARE's CVCA³ and P-MERL tools⁴ and the TAMD approach⁵ should be considered and incorporated as appropriate.
 - The framework should outline draft indicators corresponding to input, implementation, output, immediate, intermediate and long-term outcomes and impact – as well as placing appropriate emphasis on contextual monitoring. Indicators should be fully developed to include definitions, milestones, data collection strategies, sampling strategies and frequencies of collection. In particular, the framework should include key monitoring events at baseline, midline and evaluation.
 - The framework should particularly include indicators and a corresponding approach for the monitoring of enhanced resilience by participating community members. This should be based on best practice as outlined in current literature.
 - The framework should identify appropriate strategies for monitoring participatory community-led indicators alongside project-led indicators. Participatory monitoring is considered essential to empower communities and reflect context-specific characteristics of climate change resilience and related coping strategies.
 - The framework should consider use of techniques to standardize and quantify participatory indicators across community groups facilitating comparison and analysis.
 - The framework should consider carefully how data collected from community-based and project-led measurement activities can be triangulated to ensure sufficient cross-checking and robustness of evidence.

¹ These may be adjusted by mutual agreement on commencement of the contract.

² This is aligned with the overall BRACED programme's logframe, which includes a number of standard key performance indicators.

³ http://www.careclimatechange.org/index.php?option=com_content&view=article&id=25&Itemid=30

⁴ http://www.care.org/sites/default/files/documents/CC-2012-CARE_PMERL_Manual_2012.pdf

⁵ <http://www.iied.org/tracking-adaptation-measuring-development>

- The framework should outline a schedule for steps to finalise the framework in advance of project start-up and include a draft plan for monitoring activities to be undertaken during the project's implementation phase.
- The framework should also consider practicalities of implementing in Sahelian countries, where stability and security may be factors, and should make recommendations on the level of sophistication appropriate for data collection in each country.
- To design participatory research to identify context-specific characteristics of resilience and common coping strategies amongst communities targeted by the project. This will be the basis for identifying context-specific indicators on improved resilience amongst targeted communities. To the extent possible, the research design should seek to use CARE's Climate Vulnerability and Capacity Analysis tool as the foundation.
- To fully develop an evaluation strategy for the project, which should identify the anticipated evaluation questions for the project; a corresponding design for a final evaluation assessing both impact on the lives of participants; and an appraisal of the project's relevance and achievement of objectives. This should meet expected levels of robustness and correspond to the project's operational context, learning and operational needs, as well as donor requirements. An overall focus for the strategy should be to generate and contribute evidence of 'what works' for resilience work responding to climate change.
 - The strategy should consider and justify the appropriateness and feasibility of the use of experimental/quasi-experimental design and make corresponding recommendations.
 - The strategy should also consider and include as appropriate allowance for additional evaluative activities to be undertaken in the event of a climatic stress or shock, which may provide an opportunity to examine the real effects of the project on resilience rather than predicted effects.
 - The strategy should build on the existing evaluation strategy concept note, which was submitted as part of the BRACED proposal.
- To develop a plan for the project's baseline survey. This will include drafting of an appropriate survey tool, terms of reference, and appropriate sampling strategies.

4. Key Deliverables

The key deliverables for this assignment are:

1. A finalised Theory of Change
2. An evaluation strategy document
3. A monitoring framework.
4. A draft baseline plan, with survey and other relevant data collection tools.

5. Timeframe

The assignment will be for 15 days work during June and July 2014.

6. Profile of Consultant

The consultant should be able to demonstrate significant expertise in the field of monitoring and evaluation with the necessary experience required to deliver the outputs of this consultancy. In particular this should include the following skill set and experience:

- Advanced skills and experience in the development and implementation of monitoring and evaluation frameworks for international development projects.
- Skills and expertise required to design, plan and conduct impact evaluations, using experimental or quasi-experimental techniques;
- Strong skills in use of research methodologies using both quantitative and qualitative techniques. Skills in participatory research techniques are also highly desirable.
- Expertise in statistical techniques required to develop sampling strategies is required.
- Expertise in monitoring and evaluation for Climate Change and/or Disaster Risk Reduction project is desirable. In particular, familiarity with the TAMD approach to resilience measurement is highly desirable.
- Country experience in the Sahel region is desirable.
- Fluency in French language is desirable.

7. Application details

The closing date for submitting Expressions of Interest (EoI) is 30th May 2014.

EoIs should include:

1. An explanation of how you fulfil the consultant profile criteria and your relevant skills/experience;
2. A description of how you would approach this task with anticipated deadlines for completion of tasks above;
3. An indication of your availability to undertake the task during June/July 201, and
4. A CV with 2 references.