



GRADIF-K-&DETRA AFRICA NATURAL RESOURCE MANAGEMENT/AGRICULTURE PROJECT

CALL FOR EXPRESSION OF INTEREST (EOI)

Terms of Reference (TOR) for Consultancy to Conduct End of the Project Evaluation

1.1 About GRADIF-K Foundation and the ACT! Funded NRM/Agriculture Project:

1.1 Introduction:

GRADIF-K is a Public Community Development Foundation founded in the year 2006 to support the improvement of life of disadvantaged and marginalized community groups in selected poverty stricken and resource scarce areas in Kenya, focusing more on rural areas and urban slums. To promote effectiveness, wide reach and sustainability of projects/programs, GRADIF-K works with organized, legally registered Community Based Organizations (CBOs) and related Community groups, Faith Based Organizations (FBOs), Grassroots structures & Farmers' Organizations, Advocacy networks and institutions of learning in the implementation of age-appropriate, rights based, gender sensitive, cultural responsive and environmentally friendly community driven poverty reduction programs. All of the GRADIF-K programs are geared towards making contributions to the realization of Kenya's Vision 2030 goals, Millennium Development Goals (MDGs) and Education for All (EFA), all in aimed at promoting the wellbeing of children and other key targeted groups in various counties targeted. The key broad areas of our work include; Citizen Participation and Governance, Social Protection, Economic Livelihoods and Organizational capacity development. GRADIF-K has a gained wide experience in the design and implementation different projects in the mentioned thematic areas in the past 7 years in Kenya with commendable results. The key strategies applied in GRADIF-K work include: Capacity Building of targeted groups and stakeholders in various programs, Advocacy/Influencing policy, Networking, Dissemination of appropriate information, building of strategic partner ships, Use of Demonstration sites and linkages. GRADIF-K is the lead organization which ensures quality Programme development, timely and successful delivery of the project objectives.

1.2 About DETRA Africa:

Detra-Africa is a registered NGO undertaking programmes in three key areas of development including livelihoods improvement. Detra Africa's aim is to empower and strengthen local institutions and communities' (both in rural and urban set up) through capacity development to eradicate poverty, hunger and disease adopting environmental friendly practices. Detra

prioritizes capacity building as a key strategy to promote effectiveness and sustainability of the development projects supported.

1.3 Background:

In the past three years, Grassroots Development Initiatives Foundation-Kenya (**GRADIF-K**) and Detra Africa organizations have been partnering in the successful implementation of a Natural Resources Management (NRM) Project focusing on *Agriculture* as the key component. The key strategies applied in the implementation of this project are: *Capacity Building for various project stake holders, Advocacy & Policy influencing, building of strategic partnerships, documentation and dissemination of success stories, use of demonstration sites, networking and linking up targeted farmers' groups/organizations with key actors and various service providers.* The project's interventions have been focusing mainly on addressing the key challenges earlier identified in the mentioned sector including but not limited to: Inadequate capacities among individual farmers, farmers groups and related organizations, Unsustainable land use systems, food insecurity, inadequate networking and collaboration among key actors in NRM & Agricultural sectors, depletion and over exploitation of natural resources base, lack of united citizenry voice, inadequate stake holders' participation in reforms, Influencing favorable policies and decision making in the management and governance of natural resources particularly agriculture in Tharaka Nithi County in Kenya. This project commenced in January 2012 and is expected to end in February 2015. The Initial funding amounting of **Ksh 24,617 120**, supported the project's activities for the first for two years (24 Months). Then, following the commendable project performance, Act Change Transform (ACT!) organization awarded GRADIF-K&DETRA Africa a scale up grant for an additional 9months to support the strengthening, consolidation and scale up of the activities already initiated in the previous two years. Further, an additional grant of **Ksh 15,999,910** was awarded for project scale up period, including an additional allocation for Cost Extension to support project implementation and its conclusion in February, 2015.

1.4 Project Goal/ Title: The NRM/Agriculture project titled is *"Increased citizenry participation in governance and sustainable utilization of natural resources in Tharaka Nithi County.* The project is funded by the Embassy of Sweden and UKAid and funds are channeled through Act Change Transform (ACT!) organization's Changieni Rasli Mali (CRM) Facility. Agriculture is promoted as the key NRM Component.

1.5 The set objectives to be addressed by the NRM project are:

- a) To promote accountability by County Government in Natural Resources Management and enhance equitable and efficient environmental management regimes in Tharaka Nithi County.
- b) To strengthen the capacity of farmers groups to influence agricultural policy frameworks development in Tharaka Nithi County.
- c) Promote diversification of livelihoods for increased incomes at the household levels and enhance community based climate change interventions.

1.6 The Projects anticipated results and outcomes by the end of the plan period are as follows;

- i. Increased participation of the citizens in the governance and management of environmental resources at the targeted counties.

- ii. Increased participation of citizens in NRM/Agriculture initiatives by gender for sustainable environmental conservation and diversified livelihoods.
- iii. Enactment of various legislations and policy frameworks that support NRM & Agriculture formulated and operationalised at the county level.
- iv. Increased and diversified incomes at the family level through initiation of various and sustainable livelihoods.
- v. Realization of food security at the household and community levels in the targeted counties.
- vi. Reduction in poverty rates by December 2015 due to the diversified incomes at the family, community and Counties' levels
- vii. Prioritization and increased Budget allocation to NRM and Agriculture sector in Tharaka Nithi county
- viii. Increased participation of citizens and other stakeholders in climate change mitigation and awareness initiatives through access to climate change information;
- ix. Diversified and alternative livelihoods sources to spread climate related risks.
- x. Improved community livelihoods and resilience through increased uptake of new farming practices and technologies leading to reduction in the impact of climate change.
- i. Increased participation of citizens and marginalized groups in the management and utilization of natural resources;
- ii. Establishment of networks and farmers groups to strengthen the advocacy and policy influencing efforts in NRM and Agriculture in the targeted county.
- iii. Functional and effective Farmers Groups/FOs &CSOs Networks continuing to provide better services to their members beyond the project funding period.
- iv. Established models for other counties farmers on cross learning
- v. Identification of high value markets for increased incomes on farmers' products
- vi. Improved policy and legislative environment for sustainable natural resources management/ agriculture at the county level.
- vii. Increased economic benefits for the participating community groups and individual households.
- viii. Strong and effective strategic Networks established comprising of CSOs, development partners and other actors in NRM& Agriculture network.
- ix. Improved sustainable management of natural resources through increased capacity building for various interventions.
- x. Diversified and increased incomes from the availability of high value markets for the farmers' produce.
- xi. Enhanced Citizens empowerment to demand for services and social accountability from county leadership and other duty bearers.

The implementation of this project is strongly backed by and vested in the provisions in the new constitution-Constitution of Kenya, 2010 (COK 2010) and the implementation of the devolved government's systems which places the citizens in the center of the development agenda. One of the key purposes of devolution is to enhance public participation and in decisions making in all matters affecting their lives. The project has continuously made efforts

to use advocacy to achieve change in policy and practice. Various project's activities are aimed at enhancing citizenry participation in the governance and management of the resources within their counties, building transparency and accountability in policy making and decision making in Agriculture and the general Natural Resource Management sector.

1.7 Project Collaborators:

For quicker realization of the project's set objectives and contribution to the overall GRADIF-K & DETRA Africa NRM/Agriculture Goals, the project is partnering with various NRM/Agriculture actors within and beyond Tharaka Nithi County including: The National and County Government's relevant ministries: Ministry of Natural resources, Agriculture & tourism, Agriculture, Forestry department, Water Local and international, Development partners in the county, Kenya Agriculture and Livestock Research Organization (KARLO), The Caritas, various Community Based Organizations (CBOs), Faith Based Organizations, Youth Enterprise groups, Framers groups & networks, Corporates, farm inputs and financial services providers like Agro-Farm inputs distributors, Banks and farmers SACCOs among others.

Purpose of the evaluation:

The purpose of the NRM/Agriculture end of the project evaluation, which covers the period; January, 2012 to January, 2015 is to establish the extent to which the interventions/activities undertaken are making contribution to the overall GRADIF-K&DETRA Africa NRM/Agriculture Project goal. The evaluator shall assess the *relevance, effectiveness* and *impact* (if any) of the interventions undertaken to date on the target beneficiaries.

In Particular, the consultant will assess the extent to which the project is achieving or is likely to achieve the overall objectives and goals, and; the overall effectiveness and the impact of the Facility. The findings and recommendations of the evaluation will inform future project designs by GRADIF-K & DETRA Africa organizations as well as ACT! the funding organization on any possible future funding to address the constraints facing the two partners in the NRM/Agriculture project implementation and scale up. The consultants shall work with both GRADIF-K&DETRA Africa NRM/Agriculture project team during the entire period of the Evaluation exercise.

For more information about GRADIF-K NRM/Agriculture project, visit: www.gradifkenya.org

2.0 Key Objectives of the NRM/Agriculture Project Evaluation Exercise:

Specifically, the external evaluation will seek to address the following objectives:

- a) Assess the extent to which GRADIF-K&DETRA Africa together with project collaborators and partners have been successful in the realization of the project goal and objectives.
- b) With reference to GRADIF-K & DETRA Africa Farmers Organizations' Capacity Assessment/Baseline Survey exercise's, assess the extent to which the findings/gaps have been addressed towards the improvement of the targeted FOs/Networks effectiveness, enhanced Governance, Management and service provision to members.

- c) Determine the extent to which GRADIFK & DETRA Africa have succeeded in supporting both programmatic and policy development in the NRM/Agriculture sector in Tharaka Nithi County laying emphasis on the following areas:
- How has GRADIF-K&DETRA Africa NRM/Agriculture Project evolved during the last 3 years and where is it located in their institutional level as key programming area?
 - How has GRADIF-K&DETRA Africa impacted on both the National and County NRM/Agriculture policy development and advocacy efforts?
 - Establish the effectiveness of GRADIF-K in meeting her responsibilities to DETRA Africa Partner in NRM/Agriculture project as outlined in the grant contracts, Memorandum of Understanding (MOU) and in general programme development, coordination and supervision.
- d) Assess the *relevance, effectiveness* and *impact* (if any) of the interventions made to date on the target beneficiaries. The evaluator should make efforts to capture key indicators of progress. Some key result areas include but not limited to:
- Progress indicators as a result of the capacity building efforts for key programme implementers, farmers' organizations (groups & networks) and community.
 - Quality of services rendered to farmers groups' members and the targeted community through various approaches and document indicators of impact.
 - Changes at the family level attributed to this project (Incomes/diversification of livelihoods).
 - The effectiveness of the farmers groups/networks in service delivery and in influencing relevant NRM/Agricultural reforms and policies.
 - Level of meaningful community/farmers participation in the initiation and ownership of demonstration sites supported through this project.
 - The extent to which both gender participates and benefits from the projects' initiatives.
 - Increased yields per acre and increased incomes at the household's levels.
 - The level to which the project is likely to contribute to the diversification and increased economic benefits for the benefiting community groups and individual households.
 - The extent to which the project is likely to contribute to the reduction of poverty in the targeted county.
- e) To draw lessons, innovative approaches and examples of best practices for replication and sharing among GRADIF-K NRM/Agriculture partners and other stakeholders.
- f) Establish to what extent the gains/benefits/changes achieved in the project are likely to be sustained by the community.
- g) Establish the extent to which emerging issues and lessons learned are being applied in improving the programme and influencing policy making at the County and National levels.
- h) Identify key lessons, draw conclusions and make recommendations with respect to how the two project partners can enhance the effectiveness of this Project implementation, quality of outcomes and general impact on the beneficiaries in future.

- i) Identify areas where in-depth work on extraordinary case studies and emerging models of best practices for replication can be conducted e.g. Such likely areas may include:
- Capacity building for various farmers' organizations and other stakeholders
 - Demonstration sites and their replication at household levels.
 - Support for Youth & Women Agribusiness and entrepreneurship initiatives including promotion of table banking concepts
 - Enhanced support for Climate Adaptation & Mitigation initiatives to build community capacity and resilience to Climate Change impacts
 - Meaningful and active community participation in County Planning & Budgeting
 - Documentation and sharing of best practices lessons learned, emerging issues, sustainability and replicability of various successful models.

3.0 SCOPE, PROCESS AND METHODOLOGY OF THE ASSIGNMENT.

3.1 Scope of Work.

The consultant shall work closely with the GRADIF-K & DETRA Africa staff during planning and actual undertaking of the evaluation exercise. He/she shall also be required to make reference to relevant secondary materials both at GRADIF-K&DETRA Africa national and field offices, the Tharaka Nithi County Government relevant ministries, relevant National Government of Kenya (GOK) Departments and ministries, Farmers organizations/Networks reports among others. For this assignment, the farmers groups leaders/TOTs and other project beneficiaries shall be primary source of information. Other sources of the information can be accessed from GRADIF-K reports, staff, volunteers, collaborators, strategic partners and NRM/farmers' networks.

3.2 Process and Methodology.

The Project Evaluation shall be undertaken by Consultant with demonstrated expertise, experience and competences in NRM/Agriculture project development and management. She/he should demonstrate proof of previous experience in undertaking similar assignments and documentation of intervention models with recognized organizations/institutions in Kenya and beyond (if applicable). The exercise shall be conducted in Tharaka Nithi county targeting key stakeholders. As much as possible, the methodology for this exercise shall as participatory as possible, ensuring reasonable involvement of primary stakeholders in Tharaka Nithi County level. The methodology will include:

- Discussions of the evaluation assignment, work plan and agreeing on activity details with GRADIF-K and DETRA Africa staff.
- Review of GRADIF-K & DETRA's NRM/Agriculture relevant reports and documentations at GRADIF-K office in Nairobi and Chuka.
- Review of national legislation on public participation including the Constitution of Kenya, 2010 and the devolved government Act, 2012 among others key documents.
- Development of Evaluation instruments/tools for the exercise.
- Interviewing key relevant staff at GRADIF-K& Detra Africa Organizations and selected collaborators.

- Presentation of draft report for review, inputs and documents by GRADIF-K& DETRA Africa staff and incorporation of comments & inputs to the final report.
- Submission of the final report and debriefing.

3.3 Consultant’s responsibilities and tasks:

Under the overall guidance of Chief Executive Officer (CEO), GRADIF-K, the consultants will:

- Prepare the evaluation assignment inception report
- Develop a detailed work plan for the evaluation in consultation with GRADIF-K
- Design and develop data collection tools- questionnaires for key informant Interviews, questionnaires and guidelines for the FGDs and questionnaires for the beneficiaries, as appropriate;
- Propose a sampling frame, in consultation with GRADIF-K for the project beneficiaries to be visited during the field data collection exercise.
- Carry out Desk review of project documents, partners progress reports, work plans, results framework, as appropriate;
- Undertake field visit for meetings/interviews with stakeholder and for observation
- Conduct informant Interviews with GRADIF-K&DETRA Africa and beneficiaries
- Facilitate the FGDs with selected groups/beneficiaries
- Conduct data analysis and report compilation
- Compile, submit a draft reports for review, inputs and comments by GRADIF-K&DETRA Africa
- Submit final evaluation report and related annexes e.g. Field (Photographs) to GRADIF-K and debriefing

3.4 Expected Outputs and deliverables

- a) The consultant will be expected to submit final copies of the evaluation report in both soft and hard copies in English Version.
- b) It is also expected that the consultant will identify other possible areas for in-depth work on NRM/ Agriculture project.
- c) It is expected that the consultant’s report will add value to the programmes and processes at GRADIF-K&DETRA Africa and will be the basis for learning for ACT!, Embassy of Sweden, Ukaid, Tharaka Nithi County Government and other NRM/ Agriculture partners at the county and national levels.

3.5 Reporting requirements.

The Consultant shall take full responsibility for the delivery of the final report within the period stipulated in the contract for this assignment. The findings, conclusions and recommendations should be documented in a written report to be submitted to GRADIF-K. The report should be written in concise and accessible English with a schematic structure. Names, terms and acronyms that are not easily comprehended by the lay person should be explained in the text, via footnotes or in a glossary. As well, there should be an executive summary of main findings

and recommendations in the main text. In an appendix a list of consulted/interviewed persons indicating their names, gender and age should be provided.

4.0 Duration of assignment

The consultant(s) shall be contracted for period of **12** consulting days, over a calendar period to be agreed upon in the understanding that the evaluation exercise is expected to be finalized on or before 27th February, 2015

5.0 Consultancy Fees

The consultant(s) shall submit a financial quotation proposal of the expected fee per day in Kenya Shillings together with the evaluation application. Fees for this exercise shall be in line with the GRADIF-K's consultancy payments policies and rates and shall be subject to 5% withholding tax deductions as per the income tax law in force in Kenya.

6.0 Minimum qualifications for selection of the Consultant (Firm/individual) to do the job.

The Consultant(s)/firm should demonstrate the technical ability, capacity and availability to undertake the assignment, specifically:

- Possess more than 5 years of progressive experience in design, implementation, monitoring, evaluation or general management of Natural Resource Management (NRM) /Agriculture, advocacy and influencing policy or related Community Based Development participatory initiatives addressing key components of citizen participation and poverty reduction with recognized organizations/institutions in Kenya/or beyond.
- Sound understanding of the new constitution and specifically issues of devolution, devolved government system and citizen participation.
- Demonstrate previous experience in undertaking similar or related assignments with recognized organizations/institutions in monitoring evaluation, documentation of case studies and success stories and production of related reports, documentation of intervention models, information gathering, analysis and production of end products such as booklets and video clips communicating impact of various projects.
- Appreciation of integrated development approaches in Kenya, with particular emphasis on understanding the role of NRM & Agriculture in sustainable development.
- Posses' basic skills in lobbying and advocacy

In additional to the above, the Lead Consultant should have:

- Relevant academic qualifications- preferably MA/PhD holder, in Natural Resource Management (NRM), Agriculture, Business Administration, Development Studies or Social Sciences.

6.1 Application Submission deadline

Hard or soft copies of Expression Of Interest (EOI) applications containing fee quotation shall be submitted to the address indicated below, with the **Reference No: GRADIF-K/NRM&AGRIC/EPE 2015** on or before Close of Business on **Thursday, 30th January, 2015**. All applications sent electronically must be in PDF format. Electronic applications should be submitted to: gladys@gradifkenya.org

Hard copies of the application should be addressed and delivered to:

The Chief Executive Officer
Grassroots Development Initiatives Foundation-Kenya
P.O. Box 16699-00100
Nairobi.
Kahawa Estate, Opposite Kahawa Barracks, on Thika Superhighway
Nairobi