Terms of reference

Final evaluation of Central Asia project

# Internews overview

**Internews** is an international non-profit organization whose mission is to **empower local civil society worldwide** to give people the **news and information** they need, the ability to **connect** and the means to **make their voices heard**.

For more information about the organisation please visit:

[www.internews.com](http://www.internews.com)

# Project background

This is an environmental project in 5 countries located in Central Asia and funded by the European Union. The overall goal of the project is “to enhance citizens and policymakers access to information and communication about national and regional natural resource management”, we aim to do so via the following key outcomes:

* Increased technical and thematic capacity of local and national media professionals to report on natural resources
* Citizen and policymaker audiences have access/exposure to plural, cross-border content on natural resources
* Develop sustained cross-border stakeholder engagement and media interaction on natural resources and environmental issues

# Evaluation Purpose and Objectives

The purpose of this final evaluation is to assess the performance and success of the project. It should also look at signs of potential impact of project activities on beneficiaries and sustainability of results. This evaluation has the following principal tasks:

* Assess the project impact on capacity development of media professionals, cross-border stakeholder engagement, access to information on environment and natural resources in Central Asia.
* Assess performance of the project in terms of relevance, effectiveness, efficiency, impact and sustainability.
* Analyze underying factors beyond Internews control that affect the achievement of the project results.
* Provide recommendations for potential future interventions.

We envision a theory-driven evaluation that talks to the international evaluation criteria, OECD/DAC, (efficiency, potential for impact and sustainability,) and that pays particular attention to gender.

# Evaluation Scope

The key evaluation questions are:

1. Was the theory of change strong?
2. Was the project implementation reflective of the theory of change and plans? If not, where is the misalignment and how could it be corrected?
3. What does current progress say about potential for achieving impact and sustainability? Are there opportunities for increasing them? (Particular focus will be given to Internews’ financial sustainability and capacity of its partners beyond the project timeframe).

# Timeframe and deliverables

We anticipate around 8-10 full working days[[1]](#footnote-2) will be need to conduct this evaluation, in a flexible working manner as follows:

|  |  |  |
| --- | --- | --- |
| **Activity** | **Timeframe** | **Comments** |
| Launch of ToR and bids reception | Deadline for applications: August 25, 2017 |  |
| Appointment of evaluator and initial debrief | Appointment: by August 28, 2017  Debrief: as soon as possible upon appointment. | The consultant is expected to have initial meetings with staff in order to inform inception report (see below) |
| Inception report | By September 06, 2017 the latest.  Estimated time: 2 working days | Relevant documentation will be made available and the inception report will include:  o Literature review  o Draft methodology  o Data collection tools |
| Field phase: literature review, new data collection where relevant and analysis | By September 15, 2017 estimated time: 4-5 days | A field report and sets of raw data are expected before final draft report is submitted. |
| Report writing and presentation of first draft to Internews | By September 21, 2017, the latest, estimated time: 2-3 days | Internews to have an opportunity to revise and feedback on draft report if relevant. |
| Final report submission | By September 25, 2017, the latest. |  |

Note that the draft and final reports should be presented in English and be no longer than 30 pages (excluding any relevant annexes), and contain a concise Executive Summary of core findings and recommendations, the latter being specific and action-oriented, and tailored to all relevant stakeholders (i.e. Internews and the donor). It should also include a methodology section, making explicit any limits to the evaluation.

# Application guidelines and requirements

Interested parties should apply to centralasia@internews.eu - with attention to Project Director, Farhod Rahmatov, and a copy to Project Coordinator, Timur Oganov, who will be leading and directly managing the consultant(s)[[2]](#footnote-3).

Applications should include the below documentation. Deadline: August 25, 2017:

* A 2-3 page statement of interest/draft proposal, highlighting how your methodological approach will address the scope planned for this evaluation as well as describing how your profile meets criteria (see next section)
* A CV and 2 recommendations
* Evidence of evaluation work (e.g. link to evaluation reports or PDF attachments), highlighting evaluation theories and approaches.
* A short cost justification (not included in the 2 page limit) – including your salary history and/or daily rate for your last 3 consultancies.

## Essential qualifications

* Bachelor’s degree in social sciences, environment, evaluation or related field;
* At least 3 years’ experience conducting evaluations in difficult contexts, particularly for European Donors
* Experience with qualitative and quantitative M&E data collection and analysis methods;
* Fluent in English and Russian
* Excellent inter-cultural communication skills/cultural sensitivity and the ability to forge strong cross-cultural relationships and build trust demonstrated through previous intercultural experience;
* Strong facilitation, presentation, writing and communication skills

## Desirable

* Masters’ degree or PhD in relevant field.
* Experience conducting evaluations for media development, or more than 5 years’ experience as evaluator.
* Fluent in other central Asian languages or based in the region.

1. Please note that the total award for this consultancy project will be calculated based on working days and daily rates. [↑](#footnote-ref-2)
2. Bond evaluation principles will be used to help assess quality of evidence/evaluation consultancy. For more information please see: <https://www.bond.org.uk/effectiveness/monitoring-and-evaluation> [↑](#footnote-ref-3)