



# Leave No One Behind Partnership

## Making Voices Heard and Count

### Terms of Reference:

### Evaluation Consultancy for the Leave No One Behind Partnership

Organisation:	International Civil Society Centre ("Centre")
Project:	Leave No One Behind (LNOB) Partnership / Making Voices Count and Heard (MVHC) project
Objective:	Conducting an evaluation of LNOB Partnership's overall activities, performance, and achievements over the last five years.
Issue Date:	30 June 2022
Application deadline:	18 July 2022
Performance Period:	01 August – 31 October 2022

### Summary

The Centre is seeking an experienced consultant or a team of consultants with expertise in Monitoring and Evaluation (M&E) to conduct an independent evaluation of the Leave No One Behind (LNOB) Partnership and its [Making Voices Heard and Count](#) project. The consultant will be expected to review and evaluate the activities the LNOB Partnership has conducted on global, national and local levels since its inception in 2017. The partnership is currently conducting a first cross-country monitoring exercise (to be repeated on an annual basis), based on our established Theory of Change (ToC). The consultant will also evaluate baseline data and results drawn from this (first) annual impact monitoring exercise, adding to the overall assessment of our partnership's work and achievements. Based on the assessment findings, the consultant will draft a comprehensive report, providing an overview of the overall results that have been achieved, key strengths and areas for development, procedural learnings, best practices, and recommendations for future action. Thereby, the assessment will not only evaluate our work over the last years, but also inform future strategies and guide our work towards 2030.

The Evaluation Consultant will work in coordination with the team of the LNOB secretariat hosted at the [International Civil Society Centre](#).

### About Making Voices Heard and Count Project

[Making Voices Heard and Count](#) (MVHC) is a unique collaborative project of the [Leave No One Behind](#) (LNOB) partnership, which is hosted by the International Civil Society Centre. The partnership was launched in late 2017 by 12 international civil society organisations. It brings



together international and national civil society organisations (CSOs), civic networks and platforms with the ambition to bring about a scalable solution for filling data gaps on marginalised groups in the monitoring and review of the Sustainable Development Goals (SDGs). Thereby, the project aims to make a key contribution towards fulfilling the Agenda 2030's universal pledge to leave no one behind. The MVHC project fosters an inclusive model of SDG monitoring, supporting the collection, analysis and dissemination of community-driven data and giving a stage to data produced by the local target groups themselves – helping to make their voices heard and count. In 2018, the partnership set up national coalitions in five pilot countries: Bangladesh, India, Kenya, Nepal, and Vietnam. The national coalitions brought together national CSOs, civic networks and platforms, as well as community-based and community-led organisations. Each country coalition delivered a national pilot research with a focus on various marginalised communities with the overall goal of closing knowledge gaps, analysing local drivers of vulnerability, and deriving concrete recommendations for public policymaking and planning. In the pilot project (2018-2019), more than 2.000 community representatives from over 20 different counties and neighbourhoods were involved. In our follow-up project, launched in 2020 and running over the coming years, the ambition is to reach at least 100.000 people from marginalised communities in a growing number of new action countries such as Malawi or Denmark.

Making Voices Heard and Count is currently co-financed by Germany's biggest private foundation, the Robert Bosch Stiftung, along with the Swedish Development Agency (Sida) and the partners of the Leave No One Behind coalition<sup>1</sup>. We are in strategic partnerships with GIZ / Partners for Review and the Danish Institute for Human Rights who are supporting our work around multi-actor data partnerships. We have further entered into a collaboration with the United Nations Statistics Division supporting us with technical guidance towards the development of national toolkits for the use of citizen-generated data in policy making. In the coming years, we aim to further scale up our work in the existing seven action countries and launch new collaborations in up to 10 new countries until 2025, thereby further reinforcing our political push towards a more inclusive SDG implementation worldwide.

## Theory of Change

As an advocacy partnership, we aim to foster an enabling political environment for the inclusion of marginalised communities in the SDG process, working in close exchange with key government entities and local decision makers in our action countries. At the global level, we work with multilateral agencies and global platforms to amplify and reinforce our political messaging.

Our overall goal is to make sure that:

- Country SDG priorities are inclusive of the voices of those at risk of being left behind.
- SDG strategies and policies are informed by community-driven data, complementing other official data.

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<sup>1</sup> Current global members (June 2022) are ActionAid International, ADRA International, BRAC, CBM Global, Development Initiatives, HelpAge International, International Institute for Sustainable Development (IISD), Islamic Relief Worldwide, Plan International, Save the Children International, Transparency International, Voluntary Service Overseas, World Vision International.



To make sure the voices of marginalised communities are **heard**, we work towards:

- the inclusion of community-driven data in the Voluntary National Reporting of UN member countries
- the empowerment of marginalised communities in the public SDG discourse
- the creation of nationally and internationally recognised guidelines for the generation and use of community-driven data in the SDG process

To make sure these voices also **count** in the political process, we work towards:

- public policies, programmes, services and/or budgets earmarking the support for marginalised communities, following the principle to leave no one behind
- community-driven data and other inclusive instruments being used to monitor public service delivery at the local level
- local and national governments actively using community-driven data to adjust policies, programmes and/or budgets.

To follow through on the above goals and outcomes, **we apply an approach that is locally led, but globally connected:**

- Our country teams facilitate trainings for local CSOs and community-based organisations to collect SDG monitoring data. Following up on these trainings, local community champions collect data and enter into a dialogue with government authorities at the national and subnational level, aiming to foster the active use of this data in the planning of policies and services.
- Our team of global experts supports the country teams through capacity building and the development of guidance material for an improved use of data. A key effort in that regard is the development of digital data platforms to visualise the national project data.
- Global members and strategic allies form an advocacy alliance for the increased use of inclusive data approaches in the SDG process targeting key multilateral agencies and other UN member states, reinforcing our national political work from the global level.

## About the Centre

The [International Civil Society Centre](http://www.icscentre.org) was founded in 2007 and is owned by 15 of the world's largest international civil society organisations such as Amnesty International, Oxfam and Plan International. Our mission is to strengthen the impact and resilience of international civil society organisations to support people to change their world for the better. The Centre serves as the secretariat of the Leave No One Behind partnership. In this role, the Centre aims to secure smooth coordination between partners at all levels. It keeps track of the progress of the partnership's strategic goals and of overall project implementation at the national levels. It facilitates global events and 'national exploration workshops' to foster new collaborative country action. It leads on the overall external outreach, acquisition of new members and fostering of strategic partnerships. Also, it coordinates global fundraising and actively supports fundraising for national project implementation. In this function, the Centre is able to leverage the network and facilitate partnerships to form effective and valuable consortia for EU funding purposes. We are open to facilitate horizontal (between organisations) and vertical (between global and national level) consortia for successful funding applications.



## Key Tasks

The Centre is commissioning a consultant to complete the following tasks:

- Review various work documents and outputs of the LNOB partnership from 2017 through 2022, such as but not limited to the MoU, concept notes, project documents, country reports, knowledge products, policy briefs, financial reports, results of country level evaluations to assess the partnership's overall work and achievements.
- Based on the review of relevant documents and outputs, sketch the overall scope of the evaluation, analysis framework and methodology.
- Draft evaluation questions, design the methodology and develop the assessment and research tools, including surveys and interviews.
- Conduct surveys or interviews with representatives from LNOB secretariat, country coalitions and other partners at global and national levels to gather more evidence to support the evaluation.
- Review the 2022 baseline impact assessment results from LNOB country coalitions and their partners. This baseline data should also inform the 2017-2022 overall evaluation, while providing recommendations for improvements for future annual monitoring.
- Present results/findings and suggest recommendations for future programming and scaling up of the partnership, providing specifics for acting upon these recommendations, in a detailed 20-25 pages evaluation report.
- Next to listing key results and deliverables, the evaluation report should also capture important procedural learnings and good practices that were decisive to the partnership's continuity over the last five years.
- The consultant will extract key messages, including but not limited to outputs, learnings, achievements and good practices from the evaluation report and share it with our designer. Based on that, the designer will produce a shorter, well visualised standalone document to be shared with a wider external audience.

## Deliverables

It is expected that the consultant will provide the following key outputs:

- **Detailed evaluation plan/methodology** – including details of both the technical approach (data collection tools, analysis methodology, ethical considerations, limitations, etc.) and their implementation (schedule of activities and costs).
- **A complete set of data collected during the evaluation process** – submit all data collected and/or referred to during the evaluation process.
- **A final evaluation report (20-25 pages excluding annex)**, capturing:
  - Key outputs, achievements, and success stories.
  - Procedural lessons learned and good (partnership) practices.
  - Gaps in implementation and recommendations for improvement.
  - Analysis of the strength and weaknesses and unintended effects of the



- partnership and its MVHC project, in relation to effectiveness, coherence with the context, and learning and adaptation.
- Recommendations for improvement in future project and partnership design and applied strategies.
- Any additional practical recommendations on the challenges met by the project and their impacts on the delivery of the objectives.
- **A brief standalone document (in collaboration with a designer), capturing:**
  - Key outputs, achievements, success stories, lessons learned, and good practices indicating the reach, relevance and usefulness of the implemented projects, and the added value of the overall work of the LNOB partnership. (Please note that the evaluation consultant will not be involved in designing; s/he will only provide pertinent content to the designer for the purpose of creating this standalone document.)

## Skills and competencies

- Advanced university degree in development studies, business administration, economics, or other related discipline.
- 5+ years of experience in humanitarian/development project evaluation, preferably in consultancy domain.
- Highly knowledgeable of Monitoring and Evaluation (M&E) methods and approaches.
- Experience in designing tools and strategies for data collection and analysis.
- Excellent writing and analytical skill in drafting concept notes, evaluation plans, methodologies and reports.
- Ability to work independently under minimum supervision.
- Superior organizational skills and attention to detail.
- Prior experiences in the evaluation of partnership work will be an important asset.
- Experience of working with (I)CSOs will be an asset.
- Fluency in English (both written and spoken).

## Schedule and dates

The consultancy will commence on 1st August 2022. The first draft of the Evaluation Report will be submitted tentatively by 12th October 2022, and the revised, Final Report (including the content for the standalone document) by 31st October 2022. The consultant will be expected to provide an estimated amount of 20 workdays over a period of 3 months, from 1st August 2022 to 31 October 2022. Further, a final presentation of the evaluation report at the annual LNOB partnership meeting will be expected from the consultant (date tbd – possibly, around end November / early December).



## How to apply

Please send an email with your CV and a short proposal including a proposed timeline and detailed budget, including daily rate in Euros (EUR) to Chandani Lopez, [clopez@icscentre.org](mailto:clopez@icscentre.org). The proposal must be in English and preferably in PDF format. The subject of the application should read **'Evaluation Consultant LNOB Partnership.'** Only shortlisted candidates who meet the criteria will be invited for interviews. The International Civil Society Centre is an equal opportunity employer.

## Selection Process and Agreement

The contract offered to the selected consultant will be a Service Agreement. We foresee that the consultant(s) will need about 20 full working days to deliver the entire service. (Costs for travel and accommodation will not be apply). The agreement will be provided to the Offeror whose offer will be the most advantageous to the Centre in terms of cost, functionality, and other factors as specified in this call.

The Centre as the hiring organisation reserves the right to:

- Reject any or all offers and discontinue the call process without obligation or liability to any potential Offeror or other party.
- Accept other than the lowest price offered.
- Award a contract on the basis of initial offers received, without discussions or requests for best and final offers.
- Award more than one contract.