



CANADIAN
FEED THE
CHILDREN

REQUEST FOR PROPOSALS

Sustainable Development, Human Rights, Inclusion and Equality (SHINE) Baseline Request for Proposals February 7th, 2022

Title: Monitoring and Evaluation Baseline Consultant to support with Sustainable Development, Human Rights, Inclusion and Equality (SHINE) Project

Type: Temporary Consultancy Contract

1. Project Partners

Canadian Feed the Children's vision is a world in which children thrive, free of poverty. For nearly 35 years, CFTC has been working with local partners in Uganda, Ethiopia, Ghana, Bolivia, and with Indigenous Peoples and communities in Canada, to deliver programs that have positive, meaningful, and sustained impact on the health, education and well-being of children and the self-sufficiency of their families and communities. Canadian Feed The Children will lead the implementation of the Global Affairs Canada funded Sustainable Development, Human Rights, Inclusion and Equality (SHINE) project in Ghana and Ethiopia, in collaboration with three implementing partners.

The implementing partners will be TRADE AID Integrated (TAI) in Ghana and Organization for Child Development and Transformation (CHADET) in Ethiopia. Additionally, the African Agribusiness Incubation Network (AAIN) will be a technical partner on business incubation for both countries.

2. Project Overview

The Sustainable Development, Human Rights, Inclusion and Equality (SHINE) project is a three-year project funded by Global Affairs Canada (GAC). The Project aims to enhance the empowerment of women and girls through the implementation of sustainable agriculture and agribusiness-related activities in targeted districts in Ethiopia and Ghana. The Project will work in regions that are characterized as having i) traditional agricultural practices with limited diversification, ii) an absence of agri-business enterprises for value chains for marketing agricultural products, and iii) chronic food insecurity and poverty. Specifically, the Project will be implemented in four kebeles in the Southwest Shewa zone in the Oromia Region of Ethiopia, and in four districts in the Upper East Region of Ghana (Bongo, Bolga, Kasena-Nankana West, Talensi). *Please see Annex 1- Project details below for more information.*

3. Purpose of Consultancy

Canadian Feed The Children is seeking a consultant to support the implementation of a baseline assessment for the SHINE project. The selected applicant will work closely with members of CFTC's team including the Monitoring and Evaluation Advisor as well as implementing partners for the project. The objective of the baseline evaluation is to assess the starting point for the project indicators defined in the performance measurement framework. This will inform the establishment of realistic and achievable targets for the project and provide a foundation for understanding progress towards the project's outcomes by the end of the

project. Baseline data will also be used to inform project implementation and to develop the monitoring and evaluation plan for the project.

The Consultant will be responsible for the development and implementation of baseline assessment tools based on the SHINE project’s performance measurement framework. They will act as a technical expert for the multi-country baseline evaluation with a focus on the design, sampling and development of baseline tools for use during the evaluation, data collection guidelines, analysis of data and report writing. They will ensure that all monitoring, evaluation, learning and knowledge sharing systems and tools incorporate a strong gender analysis and approach.

The baseline evaluation will be conducted between March and June 2022 with a final submission data of June 24th for all baseline values in the performance measurement framework and full baseline report.

4. Scope of Work

During the baseline the consultant and/or the consultancy firm will:

- Conduct a document review of existing SHINE project documents, including the project logic model, theory of change and performance measurement framework to familiarize themselves with the project
- Prepare an inception report outlining the methods to be used in the evaluation based on the project’s performance measurement framework (including workplan, sampling approach and size, description of data quality assurance protocols to guide data collection/entry, guidance/training for baseline tool implementation in-country, description of data analysis process and data analysis framework)
- Design and/or adapt data collection tools to be used for the evaluation that are gender-sensitive, realistic and context appropriate
- Oversee the implementation of a mixed-methods baseline assessment in the two countries in collaboration with Canadian Feed The Children and partners
- Conduct data cleaning and analysis
- Produce a comprehensive baseline report and establish baseline values for outcome indicators outlined in the performance measurement framework; and ensure that data is disaggregated by sex and age, and as relevant - ethnicity, socioeconomic status, geographic area.
- Facilitate a data validation workshop with key stakeholders.

5. Key Deliverables and Proposed Timelines

Deliverable	Further Details	Date
Submission of Proposal	Details of what should be included in submission below	March 4 th 2022
Selection of Final Candidate	Applications will be reviewed on a rolling basis	March 18 th 2022
Initial Orientation and Document Review	Initial orientation will begin on March 22 nd and extend through the data collection preparation period. Consultants will be provided with key project documents to familiarize	March 21 st 2022

	themselves with the SHINE project.	
Evaluation Design and Data Collection Tools Developed	Collaborate with CFTC and partners to finalize the workplan, conduct sampling, develop data collection tools based on existing PMF, organize data collection logistics and data collectors training, develop data analysis framework	March 21 st - April 22 nd 2022
Data Collectors Training and Data Collection	Support in the implementation of the baseline evaluation data collection with CFTC and partners	April 25 th - May 13 th 2022
Data Cleaning, data analysis and reporting writing	Data analysis required for PMF baseline values and baseline report	May 16 th -June 10 th 2022
Baseline Values for Performance Measurement Framework and Draft Baseline Report Due	Baseline values for all outcome indicators in the performance measurement framework will be required by this date. Baseline data should be disaggregated by sex and age, and as relevant - ethnicity, socioeconomic status, geographic area. Additional data analysis will be included in the draft baseline report for review by CFTC and partners.	June 10 th 2022
CFTC Review Period and Validation	CFTC and partners will review the baseline values and report and provide any feedback by this date.	June 17 th 2022
Final Baseline Report	Incorporate feedback from CFTC and partners into final draft baseline report for GAC submission and provide copy of all analyzed data	June 24 th 2022

6. Proposed Budget and Payment Schedule

The budget available for this baseline is \$20,000 CAD total for Ethiopia and Ghana. Please provide a detailed financial proposal with your submission indicating both professional fees and other costs, and clearly note if you are bidding on the full baseline or for work in one country.

7. Qualifications

We are looking for a consultant with the following skills and qualifications:

- Minimum five years related work experience in monitoring and evaluation in a development or humanitarian context with preference to those with work experience in women's empowerment and/or business development projects
- Relevant University degree in a related field
- Demonstrated experience conducting a mixed methods baseline study, specifically building both qualitative and quantitative data collection tools and data analysis
- Demonstrated experience in developing and using the tools and systems of results-based management and program monitoring and evaluation
- Commitment to women's rights and experience in integrating a gender analysis or using gender-responsive evaluation approaches
- Experience in working with a multi-cultural team of professionals.
- Verbal and written communication skills in English and ability to write high-quality reports in English.
- Proficiency in local language is an asset

8. Proposal Application Submission

We invite consultant(s) to prepare a bid on one or both countries (Ethiopia and Ghana) in this RFP based on their specific expertise and geographic location of work.

We invite interested consultants and consulting teams to submit proposals including the following documents:

- Expression of interest outlining how the consultant(s) meets the objectives, and their understanding of the RFP;
- Detailed financial proposal to complete the consultancy including number of days for each activity in the work plan and other baseline expenses;
- A proposal explaining proposed methodology and strategies to conduct the evaluation in the two countries including, proposed activities schedule or work plan with timeframe;
- Copy of CV of the consultant(s) who will undertake the evaluation;
- At least two previous clients and their contacts for reference;
- One recent example of a similar evaluation conducted by the consultant;

Please send your expression of interest to Sarah at SJohnson@canadianfeedthechildren.ca and copy Alison at aquartaro@canadianfeedthechildren.ca by **March 4th 2022 or earlier**. **Interviews will occur on an ongoing basis and may be held before the closing date. Applicants are encouraged to apply as soon as possible.** We thank all applicants for their interest however only those under consideration will be contacted.

Canadian Feed the Children (CFTC) is committed to inclusive, accessible and barrier-free employment practices and to creating a workplace that reflects and supports the diversity of our community. We encourage and welcome applications from qualified applicants including members of racialized groups, Indigenous Peoples, women, persons with disabilities, and persons of any sexual orientation or gender identity. Please let us know if you require an accommodation and we will work with you to ensure a barrier-free hiring process. For further information about Accessibility or Accommodation process at CFTC, please contact our People and Culture Department.

Annex 1-Project Details

Project Outcomes

The Project will scale up the empowerment of women and girls by supporting increased vegetable production. In order to do so, the Project will use small scale irrigation, and it will support increased income through agribusiness incubation that will be done in partnership with the African Agribusiness Incubation Network (AAIN). The Project will be implemented in partnership with TRADE AID Integrated in Ghana and the Organization for Child Development and Transformation (CHADET) in Ethiopia. The Project will contribute to poverty reduction by addressing food insecurity through increasing women-controlled food production, crop and dietary diversity, and nutritive value, as well as by supporting sustainable economic growth through incubation, value-addition, and increasing access to markets for agriculture-based products. These strategies will contribute to reducing poverty, as well as to empowering women with the capacity to increase agricultural production and income, and gain control over assets and resources.

The project aims to achieve the following Ultimate and Intermediate level Outcomes:

- Ultimate Outcome 1000: Enhanced empowerment of women and girls in sustainable agriculture and agribusiness related activities in targeted districts in Ethiopia and Ghana
- Intermediate Outcome 1100: Increased agency of women and girls in sustainable agriculture and agribusiness related activities
- Intermediate Outcome 1200: Improved access to economic opportunities for women and girls in sustainable agriculture and agribusiness related activities

Project Reach

The Project will aim to economically empower approximately 8,000 households, or approximately 24,000 vulnerable, small holder farmers (70% women and girls aged 15-49). Approximately 15,500 beneficiaries will be reached in Ethiopia, and approximately 8,500 will be reached in Ghana. In Ethiopia, the Project will work directly with approximately 500 leaders (40% female; 60% male) and approximately 32 women's groups. In Ghana, the Project will work directly with approximately 410 leaders (40% female; 60% male) and approximately 32 women's groups. The project will indirectly benefit approximately 567,022 people (50% female; 50% male) in the eight targeted areas (including approximately 21 communities) in both countries.

Data Collection Tools

Canadian Feed The Children will facilitate Project Implementation Planning Workshops during the month of February 2022 during which time the draft performance measurement framework developed for the project will be finalized with partners. Based on this performance measurement framework the data collections tools required for the baseline may include:

- Surveys with: Women and Girls, Male members of households, Community, traditional and opinion Leaders
- Focus Group Discussion Guides
- Key Informant Interview Guides
- Pre and Post training surveys
- Focus Group Discussions