



## **TERMS OF REFERENCE**

### **DREAMS INNOVATION CHALLENGE PROJECT BASELINE SURVEY IN SIAYA COUNTY, KENYA AND SHINYANGA REGION, TANZANIA**

<b>Project Name</b>	Strengthening CBOs in Siaya and Kahama for sustained HIV Prevention among girls and young women
<b>Assignment Kickoff</b>	January, 2017
<b>Assignment Expiration</b>	February, 2017
<b>Contracting Authority</b>	ICS Africa

#### **1. Background**

##### **1.1 About ICS**

Investing in Children and their Societies (ICS) aims to create sustainable social and economic change in rural areas of Eastern Africa in cooperation with the local population and community. We believe in the power of people. We strive towards a better future for children. Together with families, communities, and other stakeholders we initiate programs to create safe and nurturing environments for children to reach their full potential. At the very core of our work is Skillful Parenting and Ending Violence against Children.

[www.icsafrica-sp.org](http://www.icsafrica-sp.org)

##### **1.2 Background of the project**

ICS Africa won a two year grant from the DREAMS Innovation Challenge(IC). DREAMS IC is an ambitious partnership to reduce new HIV infections among adolescent girls and young women in 10 sub-Saharan African countries. The goal of DREAMS is to help girls develop into Determined, Resilient, Empowered, AIDS-free, Mentored, and Safe women. DREAMS is supported by the United States (U.S.) President's Emergency Plan for AIDS Relief (PEPFAR), the Bill & Melinda Gates Foundation, Girl Effect, Johnson & Johnson, Gilead Sciences, and ViiV Healthcare.

ICS Africa has joined efforts with Tanzanian Red Cross Society (TRCS), OGRA Foundation and Agrics to address the gap between evidence and practice in Siaya County and Shinyanga Region in Kenya and Tanzania respectively. The consortium seeks to strengthen the leadership and capacity of 7 CBOs in Siaya and 3 CBOs in Shinyanga on service delivery to reduce new HIV infections by 40% by the end of 2018 among Adolescent Girls and Young Women (AGYW) aged 15-24 years.

##### **1.3 Project Impact, Outcomes**

**Impact:** Reduce new HIV infections by among AGYW aged 15-24 years by 40% by the end of 2018.

**Level one outcome:** Strengthened Capacity of 10 CBOs for Service Delivery by end of 2018

### **Level two outcomes:**

- 40% reduction of prevalence of Gender Based Violence and Violence against Children by end of 2018;
- 50% increase in adoption of safer sexual behaviors among AGYW by end of 2018;
- 35% increase in utilization of HIV & SRH services by AGYW by end of 2018

### **2.0 Objectives of the baseline survey**

The baseline survey will seek to address the following objectives:

- i. To establish the status of the project indicators as provided in the indicator tracking tool;
- ii. To cross reference and validate the findings on the baseline with existing government , CSO reports and other authentic sources;
- iii. To serve as a benchmark for all future activities;
- iv. To enable the project team to establish priority areas and activities for the DREAMS IC project and,
- v. To give suggestion/recommendation on effective strategies to implement the DREAMS IC project.

### **3.0 Methodology of the Study**

The consultant is expected to come up with a progressive research design; a plan and structure that will guide the evaluation and deliver on the evaluation objectives as comprehensively as possible. The consultant is to come up with a representative sample to give the true status of project indicators; the sampling techniques and procedure should be well explained. The consultant will also be expected use both quantitative and qualitative approaches to data sourcing and analysis; primary and secondary data sources will be explored. The data collection will apply multiplicity of methods to allow for triangulation of findings. The consultant is expected to explain how reliability and validity of the data collection instruments will be ascertained and enhanced.

### **4.0 Scope of Work**

The consultant will be required to lead on the following task in consultation with Monitoring, Learning and Evaluation Coordinator

- Develop a methodology for conducting the baseline survey;
- Hold inception meeting with the program team and conduct a desk review of key relevant documents and understanding the project design and contextual framework;
- Design tools/questionnaire and methodology for data collection of both qualitative and quantitative data.
- Recruit and train research assistants;
- Pre-test the data collection tools;
- Implement and supervise field data collection and data entry;
- Analyze and synthesize data; and prepare report and Program Indicator Tracking;
- Submit data analysis and draft report for feedback; and,
- Incorporate, compile and submit final report.

The geographical scope of the study will be 16 wards in Siaya County, Kenya and 10 wards in Shinyanga Region in Tanzania.

#### **4.0 Timeline**

The exercise will be conducted within a period of **25 working days**. The final report should be submitted to ICS Africa **8<sup>th</sup> February, 2017**. The consultant is expected to do a work plan in line with the scope of work.

#### **5.0 Selection criteria for consultants**

The consultancy should have an integrated team of experts in HIV/AIDS and Sexual Reproductive Health, Child rights, Gender, Organizational development and community development or any other related fields. The consultancy team should also comprise of experts with demonstrated, high level experience in conducting baselines for development projects with a good working knowledge in HIV/AIDS, Sexual Reproductive Health, Child Rights and Gender Based Violence.

#### **The Consultants must have the following competencies:**

- The lead consultant must have a background in HIV/AIDS and Sexual Reproductive Health, Child rights, gender, social sciences or related field (at a minimum of Master's Degree Level) and have particular expertise and experience in conducting baselines for specific projects.
- Team members should have a minimum qualification of degree in social sciences, and an extensive knowledge and understanding of the role of Socio-cultural and economic factor in HIV prevalence among AGYW aged 15-24. In addition, the consultant must:
- Have at least five years' experience in the area of HIV programming especially with AGYW
- Experience in the formulation, monitoring and evaluation of HIV programs
- Demonstrate evidence of undertaking similar work in Kenya for HIV/AIDS projects within the past 3 years (provide sample copies of completed project baselines)
- High level of professionalism and an ability to work independently and in high-pressure situations under tight deadlines.
- Strong interpersonal and communication skills
- He/she or a team member must be a qualified statistician
- The consultant must have working experience in Kenya and Tanzania and be familiar with the cultural background of rural communities
- Demonstrated experience with community development approaches; participatory methodologies, inclusion and participation of children.
- Evidenced experience in conducting participatory, qualitative and quantitative studies
- Evidenced report writing (English language) and documentation skills

## 6.0 Deliverables

- i. An acceptable inception report including indicator matrix.
- ii. An acceptable draft report after the analysis incorporation of staff and stakeholders' feedback.
- iii. A final acceptable report in English of no more than 50 pages (excluding references and annexes) utilizing the format below:
  - Front page with title of the evaluation, date and authors of the report
  - A table of basic document information on page
  - Executive summary that presents the key points of the different sections.
  - Objectives and the intended use of the evaluation
  - Methodology and Limitations of the evaluation
  - Description of the project or programme
  - Findings
  - Conclusions and recommendations
  - Relevant annexes, which at minimum must include:
    - a) List of people/organizations interviewed or consulted
    - b) All full versions of data collection tools
    - c) Bibliography of the documents reviewed
    - d) Evaluation work plan
    - e) These Terms of Reference for the evaluation

## 7.0 Application Process

- Interested Consultant must submit the following documents:
  - a) Cover letter
  - b) Technical proposal which include;
    - Brief explanation about the consultant/s with particular emphasis on previous experience in this kind of work
    - Understanding of TOR and the task to be accomplished
    - Proposed methodology
    - Draft implementation plan
    - CVs must be in electronic format (the lead consultant must be clearly indicated).
  - c) Financial Proposal
- **Consultants should apply separately for Kenya and Tanzania Assignments**
- Expressions of Interest (Eoi) should be received on or before **4th January 2017 at 4:00p.m** via email to [info@icsafrica.org](mailto:info@icsafrica.org). The Email Subject should read: **EOI for DREAMS IC\_County (Kenya/Tanzania)**.

**NOTE: Those who already sent in their Eoi need NOT Re-send.**