

**Terms of Reference**

Title: “Peaceful Villages Evolvement”

Country: Kyrgyzstan, Tajikistan

Project number: *IcSP/2019/412-657*

Duration of action 30 month

Date of publication: 20.05.2021

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| 1. Introduction DVV International is the Institute for International Cooperation of the Deutscher Volkshochschul-Verband e.V. (DVV), the German Adult Education Association. DVV represents the interests of the approximately 900 adult education centres (Volkshochschulen) and their state associations, the largest further education providers in Germany. As the leading professional organisation in the field of Adult Learning and Education (ALE) and development cooperation, DVV International has committed itself to supporting lifelong learning for more than 50 years. DVV International provides worldwide support for the establishment and development of sustainable structures for ALE. 2. Background of the project DVV International started its activities in Central Asia in 2002 and has been active with country programmes in Kyrgyzstan, Tajikistan and Uzbekistan, and with regional measures since. The project approach is geared by the overall aim to contribute to the development of a more efficient and effective adult education system, which contributes towards poverty reduction and sustainable development. Project implementation is structured along the three levels of micro, meso, and macro work. The EU-co-funded project ‘Peaceful Villages Evolvement’ has the main aim of contributing to the mitigation of major threats to sustained peace in Central Asia through the enhancement of peaceful cross-border relations between Kyrgyzstan and Tajikistan. This objective will be achieved by strengthening the resilience of target villages' residents to hostile rhetoric and (nationalistic, religious) radicalization potentially leading to violent conflict and extremism in two conflict-prone border countries (Kyrgyzstan and Tajikistan) through the creation of favourable conditions.  **3. Project Activities**  1. Strengthening the operational and institutional capacity of Kyrgyz and Tajik CSOs and on enhancing coordination (networking) among them in reducing factors causing radicalization potentially leading to violent conflict and extremism.  2. Creation of viable and effectively operating community-based structures (ATC/CLDC), spaces for community security dialogue, social development and community mobilization will be established which can also serve as a platform for cooperation between state and non-state actors.  3. Offers of global citizenship education, education for the prevention of violent extremism and community security dialogue, women, youth, and traditional leaders will be empowered in fostering cross-border confidence-building and in addressing conflict.  4. A business development component in the cross-border region will improve cooperation and support mutual economic interests of Kyrgyz and Tajik communities, leading to joint business development.  **4. Purpose and objectives of the mid-term evaluation**  The main purpose of this external mid-term evaluation is to provide an independent assessment of the progress to date, through an analysis of relevance, effectiveness, efficiency, effects and orientation towards impact of the project.  The evaluation’s main goal is to analyse and assess project achievements towards the objectives set in the initial project proposal. Furthermore, the evaluation should review and assess the relevance of the project activities, the track towards achievement of the expected results, and their perspectives for sustainability. It should include a reflection about lessons learnt so far, and challenges encountered, to make recommendations for the further steering of the project. The objectives and outcomes will be evaluated on the basis of the information laid out in the Logical Framework Matrix.  The evaluation should ideally take place in **June-July, 2021**. Exact process and timetable are subject to joint agreement with successful bidder.  The evaluation and its recommendations shall be a useful tool of information for the project implementing agency – DVV International and its partners – NGO “Adult Education Association of Tajikistan”, Public Union “Youth of Osh” and respective state agencies, as well as for relevant donor agencies. | |
| 5. Subject and focus (scope) The subject of the evaluation is the project “Peaceful Villages Evolvement” implementing in Kyrgyzstan and Tajikistan.  The evaluator will review and summarise the available evidence on the quality, effectiveness, and efficiency of the project activities and will raise and address all relevant issues that may emerge during the evaluation. The project implementation should be evaluated from the point of view of the quality and timeframe of the produced results. Effectiveness of project management and level of cooperation between project stakeholders should also be evaluated. 6. Evaluation questions The evaluation has to be carried out according to the OECD DAC Criteria for Evaluation Development Assistance and should give clear statements regarding the following:  Relevance:   * Were the objectives set out in the project document relevant, attainable and realistic compared with the outcomes achieved so far? * How relevant are the selected approaches and instruments for the achievement of the project objectives?   Efficiency:   * Is financial spending efficient per planned activities and in line with the expenditures planned in the project budget? * Are the planned resources (human) sufficient, as planned, to achieve the expected results?   Effectiveness:   * Is achievement of envisaged results on track, and in line with the planned results (reference to be made to the project proposal, logframe and indicative action plan)? * To what extent has the project been taking into account the needs and roles of traditional leaders, youth, women by planning special programs and activities for all these target groups? * To what extent have the project stakeholders (Steering Committee, Project Management Group) been involved in the project’s decision-making processes? To what extent have these stakeholders participated in the project activities? * To what extent have cooperation and partnership between CSOs and local self-government been built to promote the successful implementation of the project? * Have there been any significant unexpected positive or negative impacts of project activities so far?   Sustainability:   * What is the social and political acceptance of the project? To what extent have state authorities been expressing their willingness and commitment to support the project? To what extent do the local stakeholders (members of the Project Steering Committee) recognize the importance of their involvement and their responsibilities in the process?   Visibility:   * Are the project participants aware of the funding and co-funding organizations? * To what extent has the visibility of the EU and DVV International been ensured?  7. Evaluation approach and methods The evaluation will consist of both desk and field study and will take place after the first 15 months of project implementation. A combination of primary data collection and secondary data review is expected during the evaluation. The consultants are requested to propose appropriate methodological approaches to provide evidence based answers to the questions, adapted to the circumstances of the continued COVID-19 pandemic and the sensitivity of the project topic and situation in the project locations. Secondary data shall be collected from project monitoring data, statistical sources, and other relevant data at various levels of aggregation. The context of the pandemic and the cross-border tensions should generally be taken into account while drafting the evaluation methodology, and alternative approaches be suggested, for a situation where accessibility of project locations and final beneficiaries might be limited.  The evaluation will begin with an inception phase of reviewing documents provided by DVV International (desk study) and preparing an inception report to be reviewed and agreed by DVV International. This is followed by a period of field study and the preparation of a draft report. The final report will consider remarks to the draft report made by the DVV International regional office. | |
| 8. Duration and Deadlines for Assignment The time allocated for this assignment will be four weeks from the signing of the contract (indicatively 15 July). | |
| 9. Requirements of company/team of researchers Bidders should represent a registered company or individual entrepreneurs who can offer the necessary human resources with proven experience to conduct all the tasks necessary to conduct the evaluation.  Qualifications:   * at least 5 years of experience in monitoring and evaluation of development projects and programs (please, provide proof of this experience); * proven quantitative and qualitative research skills (candidates should provide a copy of baseline/evaluation reports produced); * knowledge and professional experience in conflict prevention, peace and security, youth and gender, PVE and/or peacebuilding; * previous research experience in Kyrgyzstan and Tajikistan; * knowledge of English, Kyrgyz, Russian and Tajik languages. |
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| 10. Application All candidates who would like to participate in the tender for conducting the outlined study should submit the following documents:   1. CV(s) of person(s) involved in assignment 2. Technical proposal covering the following aspects (maximum of 5 pages):    1. Show understanding of the task    2. Methodological approach (included draft questionnaire and sampling for mid-term evaluation)    3. Work Plan / steps of implementation    4. Consideration of specific requirements of the context of the study such as       1. COVID-19-related measures you plan to use       2. How you will ensure confidentiality from data collection process to data delivery       3. How you plan to access the field (or use alternative methodological approaches)    5. Internal Quality Management 3. Financial proposal.   The offers must be sent **until 24:00h (Bishkek time), 27 June 2021,** to the following e-mail addresses:  Dr. Thekla Kelbert (Regional Director for Central Asia at DVV International Regional Office in Bishkek), e-mail address: [kelbert@dvv-international.de](mailto:kelbert@dvv-international.de), ccing the following:  Nadezhda Romanenko (Country Director for Kyrgyzstan at DVV International Regional Office in Bishkek), e-mail address: [romanenko@dvv-international.kg](mailto:romanenko@dvv-international.kg)  Babur Bolshov (M&E and Visibility Officer at DVV International Regional Office in Bishkek), e-mail address: [bolshov@dvv-international.kg](mailto:bolshov@dvv-international.kg)  Late submissions will not be accepted. |
| Evaluation criteria of proposals The proposals will be assessed according to the following criteria:   * **Qualification of evaluation team** (**counts one third**) (based on criteria mentioned above); * **Technical proposal (especially taking account the COVID-19 situation in the two countries) (counts one third)** (based on criteria mentioned above)**;** * **Financial proposal (counts one third)** (best price-service relation). |
| Request for clarification If you should have questions concerning this tender, please send your questions to Babur Bolshov (see above). |