

Terms of Reference Mid-Term Review of the Positive Places to Live: Progressing Adaptive Models for Local Council in Kiribati project

1. Background

i. The IMPACT Programme

In July 2020, ChildFund New Zealand launched the Inspiring and Motivating Pacific and Asian Communities for Tomorrow (IMPACT) Programme, a five year, NZD 11.2 million funded development assistance programme in partnership with the Ministry of Foreign Affairs and Trade (MFAT) through its Partnering for Impact funding mechanism. This funding stream, called a 'Negotiated Partnership', is a new way of working for MFAT, and the New Zealand INGO sector, as they mandate a 'Programme' of work across a 5-year timeframe and promote concepts of adaptability, measuring for impact and engagement of the New Zealand public. The IMPACT Programme initially consisted of five project locations including Vietnam, which has already been finalised, and Kiribati, Solomon Islands, Papua New Guinea, and Timor-Leste.

Through leveraging the respective strengths and resources of ChildFund New Zealand and MFAT, and listening to local voices, the partnership aspires to protect, empower, and increase the resilience of children, youth and communities in the Pacific and Southeast Asia, better equipping them to shape safer and more prosperous futures.

The long-term expected outcomes of the IMPACT programme are:

1. Children and youth have enhanced well-being and life skills and are agents for positive change in their lives and communities.
2. Children and youth live in a protective environment.
3. Communities have enhanced resilience to natural hazards, climatic risks and Covid-19.
4. Local partners demonstrate greater self-reliance.
5. New Zealanders are more engaged and supportive of NZ's aid efforts.

As part of the IMPACT Programme, ChildFund New Zealand and ChildFund Kiribati designed the Positive Places to Live Project in Kiribati.

ii. Positive Places to Live

Kiribati comprises 33 atolls with a population of 110,1361. A 2014 poverty assessment carried out by the Department of Foreign Affairs and Trade identified that Kiribati suffers serious economic underdevelopment, a traditional way of living under threat, and the exclusion of certain groups from labour and consumer markets (particularly women, people with disabilities and youth). Like other parts of the Pacific, Kiribati is also facing a youth bulge – 19.4 per cent of the population are aged between 15-24 years. A joint 2011 report from UNICEF and the Secretariat of the Pacific Community, *State of Pacific Youth*, notes that if children and youth have the opportunity to become better educated, healthier, express their voice and engage in useful work, they are better able to make their communities more economically productive and socially resilient.

A 2007 ADB report, *Priorities of the People: Hardship in Kiribati* noted that the impacts of poor home environments included stress, parental neglect, poor guidance of children and youth, poor nutrition, and in some cases domestic violence. Poor home environments are caused by many ongoing changes affecting Kiribati society, including expanding households and communities, which are in turn exacerbated by poor family planning and the arrival of relatives from outer islands. Increasing prices of basic commodities are also a factor in creating poor home environments and, when combined with poor household budget management, can lead to household food and cash shortages. Community members indicated that the impacts of poor home environments primarily affect children, an increasing number of whom were reportedly not receiving good nutrition and may at times be vulnerable to violence.

As a nation of low-lying atolls, Kiribati is especially vulnerable to the impact of natural disasters and climate change. Communities suffer drought and extreme high tides causing inundation. Both affect the ground water lens, from which many people access their water via wells. As such, health officials and the Office of the President who coordinates Disaster Response have called on ChildFund Kiribati for support to increase household knowledge on what to do in case of a natural hazard event or disease outbreak, and to make themselves available for emergency response.

“Positive Places to Live: progressing adaptive models for local council in Kiribati” builds on the Positive Places to Live project initiated in 2017, to contribute to improved wellbeing in Kiribati. The programme aims to continue its youth focus, looking to engage out-of-school and out-of-work 15-30 year olds, mentoring and supporting them to engage with continuing education and projects to build voice, agency and their social and emotional wellbeing. In this framework, ChildFund Kiribati continued to consolidate and formalise its household-visit approach, where a range of family-focussed tools and trainings set the basis for development plans created with each household helping them address the harsh day-to-day realities of their over-crowded living conditions and to prepare and mitigate the risks to child protection, and of health or natural disasters. The main geographic area of focus was initially the Betio community, reaching an estimated 13,000 people.

Based on the recommendations of this mid-term review, the project’s resources and methodology may be adapted for use in other vulnerable urban communities and/or outer island communities, taking the number of participants to around 18,000.

The Project’s intended goal and outcomes are the following:

Goal: The general wellbeing – physical, social and economic – of the people of Kiribati is improved.

Medium-Term Outcome 1: Young women and men’s wellbeing are improved to enable them to positively influence their lives and relationships.

In order for youth to gain greater confidence and improved knowledge, attitude and skills to develop and implement personal action plans, out-of-work, out-of-school youth in Betio will have access to a context-specific learning programme including basic literacy, numeracy, English language, arts and culture, and life skills. Youth seeking to return to formal education are provided with a structured learning pathway, with pastoral care and support. An estimated 1600 Betio youth could benefit from this programme.

Medium-Term Outcome 2: Parents, caregivers and the community provide the best possible environment for young people to realise their potential.

Parents and caregivers will gain an improved understanding of child development, and attitudes and practice around the safety and wellbeing of children through information and training on positive parenting and related parenting skills, improving the social, emotional and physical environment for children and young people.

Medium-Term Outcome 3: Households are risk aware, adaptive and able to identify and manage localised disaster risks to the extent possible.

Information and training will support 1615 households and their community (approximately 13,000 people) to build their capability to identify potential disaster risks in their living and surrounding environment, and so adapt their household practices to address their at-risk living conditions and in the case of an emergency. The training and information will address unsafe practices related to unsafe water, sanitation, solid waste management, hygiene and poor nutrition and other issues related to their overcrowded environment.

Medium-Term Outcome 4: National and local government policies, processes and systems are accountable and inclusive of vulnerable communities.

It is expected that ChildFund's development practice and evidence-based advocacy will influence Kiribati authorities and local civil society organisations to provide better services and inter-government collaboration, and thus strengthening sustainable localisation.

Short-Term Outcome 1: Young women and men have greater confidence and improved knowledge, attitudes and skills to develop and implement personal action plans.

Short-Term Outcome 2: Parents and caregivers have improved understanding of child development, and attitudes and practice around safety and wellbeing of children.

Short-Term Outcome 3: Household capability improved to identify potential disaster risks in the living and surrounding environment, and to adapt household practices to manage risks.

Short-Term Outcome 4: Increased and sustainable localisation as relevant authorities and CSOs increasingly improve services and inter-government collaboration.

2. Mid-Term Review Purpose

A mid-term review (MTR) of the Positive Places to Live Project will aim to gauge progress from the beginning of implementation in July 2020 until the approximate halfway point of May 2023.

It will assess how the Project is achieving short-term outcomes and making progress towards medium-term outcomes and will feed into continuous improvement.

It will be used to inform learning and to make improvements to the design and delivery of the Project. It will also focus on the strengths and gaps of each partnership, the mode and method of project delivery, and future sustainability.

3. Evaluation Scope

The MTR of the Positive Places to Live Project will provide essential information to assess the effectiveness and efficiency of the Project and provide valuable information regarding the effectiveness of the IMPACT Programme.

4. Evaluation Objectives

Through the Project MTR, the independent Consultant will assess:

1. Progress and performance in delivering effectively against the identified short-term and medium-term outcomes of the Positive Places to Live Project, as outlined in the project Theory of Change and Results Framework.
2. Confirm that the Project and approaches used are still relevant to the needs of target communities, and within the capacity of the Project implementing teams. This includes commenting on how the project has demonstrated gender and disability inclusion;
3. How the established partnerships and funding have enabled or constrained success.
4. Any specific successes, risks, issues, and adjustments recommended for the final two years of the Project.

9. Deliverables of the Consultancy:

- Prepare and submit an inception report in English detailing how the evaluation will be carried out. The report will outline the evaluation design, sampling methods to be used and questions to be answered, and detailed work plan for the entire exercise. As part of the inception report, the consultant must provide a data analysis plan showing the questions and analysis for each of the Project indicators to be investigated.
- Design and develop all required data collection tools: Draft questionnaires, interview guides and other data collection tools will be submitted to ChildFund Kiribati for review and feedback from ChildFund Kiribati and ChildFund New Zealand before data collection starts.
- Develop the research methodology and respective tools for review and approval by ChildFund Kiribati and ChildFund New Zealand.
- Conduct pre-testing of developed guidelines and all instruments and amend as appropriate.
- Conduct field level data collection based on agreed assessment and survey tools, maintain quality and accepted norms and standards, lead the data entry and analysis.
- Carry out data entry and transcribing of interview and FGD notes in preparation for data analysis.
- Present the findings and outcomes in a draft report, to be reviewed for feedback by ChildFund Kiribati and ChildFund New Zealand.
- Submit a detailed final report in English outlining the evaluation methodology, findings, lessons learned and recommendations. The report shall incorporate specific simple and achievable recommendations, including the most appropriate strategies that can be undertaken and/or incorporated by ChildFund Kiribati and partners to attempt to address the issues identified. The final report should address the issues and questions raised in this ToR and correspond to the evaluation objectives set out above.
- The Consultant will be expected to conduct data collection in English and Ikiribati, as appropriate. The working language and all deliverables are due in English.

Criteria to ensure the quality of the evaluation report:

- The evaluation report shall address all questions included in the scope of work.

- Evaluation methodology shall be explained in detail and all tools used in conducting the MTR such as questionnaires, checklists and discussion guides will be included as annexes in the final report.
- Evaluation findings will assess outcomes and impact on young men and women.
- Findings should be specific, concise, and supported by strong quantitative or qualitative evidence.
- Sources of information need to be properly identified and listed in an annex.
- Recommendations need to be supported by a specific set of findings.
- Recommendations should be action oriented, practical, and specific, with defined responsibility for the action.

10. Indicative Timetable

It is anticipated the assignment will be undertaken from 3 July to 15 August 2023. The MTR will cover approximately 26 days.

| Indicative dates | Outputs and activities | Estimated number of consultancy days |
|-----------------------------|---|--------------------------------------|
| 3-5 July 2023 | Desk review. Consultant submits inception report | 3 |
| 6-7 July 2023 | CFK/CFNZ MEL review inception report and provide feedback | |
| 10-12 July 2023 | Consultant incorporates feedback & Consultant develops the research methodology and respective tools | 3 |
| 13-14 July 2023 | CFK/CFNZ MEL review the research methodology & respective tools developed by consultant | |
| 17 July – 2 August 2023 | Consultant conducts pre-testing of developed guidelines and all instruments and amends as appropriate | 3 |
| | Consultant undertakes field data collection | 10 |
| 3-9 August 2023 | Consultant carries out data entry and transcribing of interview and FGD notes in preparation for data analysis & submits draft report | 5 |
| 10 August 2023 | Consultant presents the draft report to CFK and CFNZ | 1 |
| 11, 14 August 2023 | CFK/CFNZ MEL review draft report and provide feedback | |
| 15 August 2023 | Consultant submits final report | 1 |
| Total number of days | | 26 days |

11. Required experience and qualifications

- University qualification with master’s degree in Community Development, Sociology or other social sciences, Monitoring and Evaluation or related disciplines with strong experience in community consultation and data collection.

- Understanding of issues relating to children and youth development, globally and within the Asia Pacific region.
- Connected with children and youth organisations working in the region – with knowledge on who is doing what, their approach and reputation.
- Applied knowledge and sound understanding of Results Based Management (RBM) and theory of change.
- Proven experience in data management and analysis and report writing including use of data analysis software.
- Flexible and able to adapt to a multi-cultural environment and complex situations, with demonstrable high-level interpersonal and cross-cultural skills, such as building collaborative relationships internally and externally.
- Self-driven, strong organizational and planning skills, with the ability to work independently or in a group, as well as under pressure.
- Knowledge of Kiribati is an added advantage for data collection.
- Excellent command of English both written and oral.
- Consultants who can be based in Kiribati for the duration of the assignment are highly preferred.

12. Submission of Application

ChildFund welcomes applications from qualified applicants or consultancy firms by **16 June 2023**. The selected candidate should be available to commence work by **3 July 2023**.

All interested candidates should submit a cover letter in English describing their suitability based on the above required qualifications and experiences.

13. Management and Reporting Arrangements

The Consultant will report to the ChildFund Kiribati Programmes Director, with ongoing support from the ChildFund New Zealand MERL Manager. All reports must be written in English and provided in an electronic format (Microsoft Word).

14. Confidentiality

All discussions and documents relating to this ToR will be treated as confidential by the parties.

15. Child Safeguarding

The Consultant will undertake the Services to a high standard; use its best endeavors to promote the best interests of ChildFund; protect the reputation of ChildFund and work in a manner consistent with the mission, vision, and policies of ChildFund (see Child Safeguarding Policy/Child Safeguarding Code of Conduct PSEAH policy and Employee Code of Conduct). ChildFund has a zero-tolerance policy to abuse, exploitation and harassment in all its forms.

16. Conflict of Interest

The Consultant must declare any financial, personal, family (or close intimate relationship) interest in matters of official business which may impact on the work of ChildFund.

17. Intellectual Property

All materials developed or created by the Consultant while carrying out the MTR are the joint property of ChildFund Kiribati and ChildFund New Zealand. These two organisations acknowledge and agree that each of them has an irrevocable, non-exclusive, world-wide, royalty-free license (including the right to sub-license) to use, communicate, reproduce, adapt and otherwise make use of the materials.