



## **Monitoring, Evaluation and Learning Training**

### **TERMS OF REFERENCE.**

#### **1.0 Introduction**

The African Women's Development Fund (AWDF) strives for Africa to become a continent where gender justice is fully achieved for all African women, girls and gender-diverse people, and dignity and freedom are a reality for all Africans. In its first 21 years, AWDF disbursed nearly USD 51 million to women's rights organisations, primarily throughout Africa (and in selected Middle Eastern countries through one of our projects). Through its grant making, programmatic and advocacy work, AWDF has supported work that led to changes in law and policy, social norms, narrative, and movement-building for gender equality – particularly on three main thematic areas: body and health rights (including a range of issues from sexual and gender based violence to SRHR), women's leadership, participation and peace, and women's economic empowerment.

Building on its strong track record, AWDF is soon to launch a ten-year strategic framework (2023-2033) which will guide its efforts to advance gender equality and gender justice for girls, women and gender-diverse people across Africa. At its core, the strategy's focus is on resourcing, nurturing and strengthening those who are best placed to achieve transformative change: African women's and feminist groups, organisations and movements.

#### **2.0 Background to Consultancy**

For the last decade AWDF has complemented its resourcing support with institutional strengthening activities to ensure that African women's rights and feminist organisations funded by AWDF have the skills sets, support and capacity to sustain their women's rights work and organisations in Africa. AWDF applies different methodologies including feminist coaching and skills training in its institutional strengthening activities. Currently, our institutional strengthening support covers:

1. Financial Management
2. Monitoring, Evaluation and Learning (Results Based Programming)
3. Communications and Advocacy
4. Resource Mobilisation Strategy
5. Feminist Leadership and Governance strengthening (The CEO Forum)

The African Women's Development Fund is organising this year's Results Based Monitoring Training event with the aim to improve our partners' understanding and approaches to results-based programming, including planning for and achieving results, improving performance, and integrating

lessons learned into management decisions to inform organisational work. The training endeavours to provide partners with the skills to systematically align their work to anticipated results, to track changes, and report effectively to different stakeholders.

The training will be held in two groups, on the 16th-18th May and 23rd-25th May 2023. Each of the three-day training events will be interactive and will use a range of methods including presentations, case studies and discussions which will cover the following areas;

- The Basics of MEL
- The Values and Principles of Feminist MEL
- What is a Theory of Change
- Effective Project Planning
- ME&L Tools
- Evaluation
- Learning

The AWDF Agency and Resilience Team has a Monitoring, Evaluation and Learning Training Manual that serves as a guide to facilitators. A needs assessment will be undertaken by the consultant to assess the partners' expectations of the training as well as identify areas of priority. This will help inform the content and structure of the training.

### **3.0 Purpose of this Consultancy**

The purpose of this consultancy is to lead in the design and delivery of Results Based Monitoring, Evaluation and Learning to MEL managers/officers of AWDF grantee partner organisations. The training will be held in two groups lasting three days each per group for our English-speaking and French-speaking grantee partners respectively. As a trainer, the consultant will be expected to design the training modules based on outcomes of a needs assessment to be carried out prior to the training, and to support grantees to develop/ strengthen their organisational monitoring, evaluation and learning methods and practices.

### **4.0 Scope of work**

The Consultant shall, in consultation with AWDF's Agency and Resilience Programme Specialist and the AWDF Impact and Learning Team, deliver the following:

- Conduct a needs assessment survey among registered participants and analyse findings to inform the design of the training programme.
- Develop training modules and materials including presentations, handouts and other guides
- Design the training programme and facilitate the training workshop.
- Ensure that the training modules and other materials that will be used in the training, are consistent in both English and French.
- Produce a training report in English. (for internal AWDF use)

- Provide additional on-line one on one technical support to grantees to put workshop concepts into practice within the context of their organisation based on identified challenge areas. (two hours per grantee partner organisation over a period of two months)
- Assist grantees develop action plans for improvements to their Monitoring, Evaluation and Learning practices.

## **5.0 Deliverables and timelines**

The consultant's key deliverables for this assignment will include the following:

- Submit a needs assessment and training report to AWDF
- Deliver the training for two groups three days each.
- Submit the training handouts, presentations, and other materials
- Provide online technical support to grantees for up to three(3) months after the in person training (to be discussed after the in-person training)
- Recommend tools for good practice in Monitoring, Evaluation and Learning

## **6.0 Required Skills and Experience**

### **Education**

- The Consultant should have a post graduate qualification from a recognized university preferably in social sciences or related discipline and/or at least 10 years' relevant experience in monitoring, evaluation and learning .

### **Experience /Skills**

- Demonstrable understanding and knowledge of key women's rights issues, organisations, groups and movements in Africa and feminist approaches to MEL
- Familiarity with the work of grant making foundations, preferably in Africa
- Knowledge and experience with monitoring, evaluation and learning practices, approaches and systems within the nonprofit sector, including current trends, opportunities and challenges
- Experience in tracking advocacy outcomes would be an advantage
- Experience in facilitating group training programmes
- Ability to communicate in French.

## **7.0 How to apply**

Please send a brief technical and financial proposal to [fadzai@awdf.org](mailto:fadzai@awdf.org) , copying [ntitenewaah@awdf.org](mailto:ntitenewaah@awdf.org) by close of business on the **31<sup>st</sup> March 2023**. In addition to the proposals, please add a CV or profile of your previous experiences in similar capacity.