

## Request for Proposals: TAP multi-country agriculture and climate change adaptation advocacy program evaluation

### I. Background

Oxfam is nearing the end of a 3-year phase of a longer-term multi-country agriculture and climate adaptation advocacy program that seeks to tackle key issues and barriers faced by women and men small-scale producers in order to improve livelihoods and reduce food insecurity and poverty. Oxfam, with our partners and allies, focused on 3 primary outcomes in this project:

1. Target African governments (Nigeria, Tanzania, Burkina Faso, Ghana, Ethiopia) respond to the influence of active citizens by implementing budgets and policies that meet their commitments and protect the rights and needs of women and men small-scale producers.
2. Key donors (France, Italy, The Netherlands, the EU) maintain or increase the quantity and improve the quality of aid and climate adaptation finance for women and men small-scale producers, to reduce poverty, hunger and inequality.
3. African Union and target member states act to popularize and provide political leadership to institutionalize the CAADP Biennial Review Process and improve mutual accountability among African member states by monitoring implementation of the key standards of the Malabo Declaration

There are two cross-cutting objectives that are core to this work. The first is the focus on ensuring that budgets, policies, and practices related to agriculture, climate change adaptation and other areas that affect small-scale producers, are gender-responsive and contribute to increasing women's rights. The second is a focus on increasing the accountability of governments to citizen demands, increasing space for civil society engagement with policymakers, and in the target African countries, also supporting citizens, particularly women, with the tools, knowledge, and resources they need to become effective advocates in their own right.

While Oxfam and our partners/allies have been working on these issues much longer, the multi-country program itself began in 2015. The work has evolved over time as teams have adapted to changes in the external context and responded to our ongoing learning. The COVID-19 pandemic has both validated the importance of this work and posed great challenges to achieving our objectives. For many countries in Africa and around the world, COVID-19 has compounded existing issues and other crises (e.g. conflict, drought, floods, locusts), increased food insecurity, and further stretched already inadequate public resources. At the same time, the world's wealthiest countries are increasingly focused inward as they face their own economic and health crises. Over the past year Oxfam and partners' advocacy has included efforts to better understand the implications of COVID-19 on small-scale producers and food security more broadly, to raise awareness of decision-makers and publics on these issues, to increase the voice and influence of small-scale producers and local leaders, and to ensure that national and donor governments consider food security and the needs of small-scale producers in their recovery and support packages.

### II. Evaluation Purpose

Oxfam seeks to learn from the last three years of the program in order to improve the next phase of our work, taking into account the changes in context that have and continue to affect our work (e.g. COVID-19, conflicts). Oxfam seeks to understand how the program has contributed toward progress in influencing the adoption and implementation of policies and practices, and increasing citizen engagement with policymakers, particularly women small-scale producers.

### III. Evaluation Scope

The evaluation will focus on the current phase of the program, which began on 1 July 2018 and will end on 30 June 2021 (the evaluation will cover the period up to the time of data collection). The evaluation will provide a meta level review of progress in achieving the desired outcomes, across the different geographies, with 2-3 deeper dive case studies. See the evaluation questions and methodology sections below for more details. The scope and ambitions for the evaluation will be limited by the existing constraints, primarily the COVID-19 pandemic.

### IV. Evaluation Questions

1. What are the main outcomes of the program and to what degree have the following desired outcomes been achieved?
  - a. In target African countries, passage or implementation of budgets, policies and practices to protect the rights and respond to the needs of women and men small-scale producers.
  - b. Target donors adopt and/or implement budgets, policies and practices that support women and men small-scale producers and promote gender equality, sustainable agriculture and food security. Increase donor financing for climate change adaptation funding.
  - c. African Union and target member states popularize and provide political leadership to improve implementation of the CAADP Biennial Review process in order to increase mutual accountability for their CAADP commitments.
  - d. Strengthen voice and influence of CSOs, farmer organizations, and women small-scale producers with policymakers and in important decision-making spaces (e.g. CAADP biennial review process, budget process, policy dialogues, national/international fora).
  - e. Target policy agendas, media and other influencing spaces reflect increased salience of priority issues related to agriculture, food security and climate change adaptation.
2. What has been Oxfam's primary contributions and added value to the main outcomes achieved?
3. What strategies, tactics, and/or external factors (including other actors) have contributed to achieving the main outcomes?
4. What external and/or internal factors have inhibited progress towards the outcomes?
5. Based on the learning above, how can Oxfam improve and/or strengthen our work going forward?

### V. Methodology

Due to the COVID-19 pandemic, this evaluation will be primarily desk and interview-based. There will be no travel involved. We understand this will be a limitation to answering the evaluation questions. Desk research should include internal progress reports and assessments (e.g. quarterly and annual reports), strategy documents, documentation from team strategy review sessions, relevant Oxfam and partner/ally advocacy products (e.g. asks submitted to policymakers), external documentation (e.g. media hits). Interviews should include Oxfam staff and relevant civil society stakeholders, partners and allies. Where possible, interviews with key advocacy targets and other external stakeholders may be conducted (feasibility to be discussed in the inception phase).

The evaluation team will be asked to propose methodological approaches that are appropriate for evaluating this type of advocacy and social accountability effort and which fall within the time, travel and budget constraints of the contract. The Oxfam commissioning manager and advisory committee will work with the evaluation team to refine and agree to a final approach.

## VI. Audience

The primary audience is Oxfam staff and partners involved in the implementation of the program. The secondary audience is the back-donor for the grant that funds this work.

Wider audiences include interested units/teams within Oxfam focused on agriculture, food security, climate change adaptation, fiscal accountability, active citizenship and gender justice. In addition, it is likely that the full evaluation and/or the executive summary and a management response from Oxfam will be posted on the Oxfam website in order to share the lessons with a wider audience.

## VII. Deliverables

1. Signed contract, including the timeline, deliverables and payment schedule
2. Inception report from evaluator/evaluation team outlining the finalized methodological approach, tools, and further details on the deliverables and timeline
3. Preliminary findings & verbal presentation to the advisory committee
4. Draft evaluation report for advisory committee validation and comments
5. Final report (approximately 20 pages, including an executive summary not to exceed 2 pages) (details to be agreed upon between the evaluation team and Oxfam staff)
6. 1-2 webinars to present and discuss the final results and recommendations (details and timing to be determined with the evaluation team and Oxfam staff).

## Indicative Timeline

Timeline	Description
March 12 – April 9	Evaluator selection: Expressions of interest due <u>by 27 March, 11:59 EDT</u> ; Oxfam review of expressions of interest; interviews with eligible evaluators, selection
April 12 - 16	Deliverable 1: Signed MOU Deliverable 2: Inception report submitted, reviewed by Oxfam and finalized
May 14	Deliverable 3: Preliminary findings shared and presented
May 28	Deliverable 4: Draft Evaluation report submitted
May 31 – June 18	Review by Oxfam advisory committee Deliverable 5: Final report submitted
June 21 – 30, 2021	Deliverable 6: Webinar(s) completed Oxfam sign-off and final payment

Please note: (1) payments will be tied to the specific deliverables, and final payment will be processed upon sign-off; and (2) all evaluation activities must be completed no later than June 30, 2021.

## VIII. Profile of the Ideal Evaluator

The evaluator or evaluation team should have the following skills and competencies:

- Demonstrated experience conducting evaluations of advocacy and social and political change processes
- Knowledge of and practical experience in the application of conceptual frameworks of analysis related to social accountability and gender justice
- Knowledge and strong experience in evaluation and data collection methods
- Very strong qualitative methodological and analysis skills
- Excellent analytical, writing and synthesis skills
- Experience in and understanding of the social and political context in the target geographies and in relation to agriculture policy, strongly preferred
- Lead team members with fluency in English required. Fluency in French preferred (if not, willingness to work with a French interpreter for interviews with interviewees in Burkina Faso is required)

## **IX. Stakeholder- Evaluator Relations**

The evaluator will work with the commissioning manager and the Oxfam advisory committee for the evaluation to agree on a final methodology within the budget available. The commissioning manager will work with the evaluator to identify the data, key informants and stakeholders to interview and/or survey, the questionnaire and/or survey instrument questions, as appropriate, and to ensure the evaluation team has adequate access to relevant documentation and external sources.

The evaluator will then collect and analyze the data, presenting early findings, and a draft report to Oxfam staff, on a schedule to be agreed upon, for review and deliberation. This iterative review of preliminary and draft findings is intended to ensure that the final study fully meets Oxfam's needs, and that any methodological adjustments that may be warranted are identified early on in the data collection process.

The final evaluation (including an executive summary) will be delivered after the draft findings have been reviewed and commented on, responding to any remaining questions or data analysis needs identified, and that can be accommodated within the established timeframe and budget.

Periodic project management meetings with the evaluation commissioning manager will be held, as appropriate. The Oxfam advisory committee will be managed by the commissioning manager and will provide guidance and feedback on the evaluation inception report, preliminary results, and the draft report to ensure accuracy, relevancy and utilization of the findings.

## **X. Proposal Submission Process**

Interested evaluators with the experience and skills above are invited to submit the following to Lisa Hilt ([lisa.hilt@oxfam.org](mailto:lisa.hilt@oxfam.org)) by 27 March 2021, 11:59 p.m. EDT.

- a brief expression of interest (no more than 3 pages) with a description of the proposed methodological approach, description of deliverables, a proposed budget not exceeding \$25,000 USD, and a brief summary of qualifications
- Curriculum vitae of the lead evaluator(s) (no more than 4 pages), detailing relevant skills and experience and contactable referees
- A writing sample, preferably from a relevant piece of work

Proposals will be reviewed and selections made based on the following: (1) Profile and competencies of the evaluation team, (2) Quality of the methodological proposal, and (3) Suitability of the proposal in terms of budget and timeline