

Terms of Reference

Name	(Refresher) training on Outcome Harvesting for VNG-International staff
Proposed function	Consultancy Trainer Outcome Harvesting
Activity name and number	Sustainable Development through improved Local Governance, project reference: 11448.22.02.2F
Background of SDLG Programme	<p>The Sustainable Development through improved Local Governance programme (2022-2026), aims to empower local governments and their representative bodies to shape a more sustainable future for their communities.</p> <p>The programme is focused on 4 thematic priorities: Security & Rule of Law, Migration, Local Revenue Mobilisation, and integrated Water Management and is currently being implemented in 8 countries (Burundi, Mali, Palestine, Somalia, South Sudan, Uganda, Iraq and Mozambique. Countries may be added or deleted in the course of programme implementation. The programme is financed by the Dutch Ministry of Foreign Affairs.</p> <p>On 31 May 2023, VNG-I will submit its first annual report over 2022 for the SDLG to the Ministry. With the submission, VNG-I will shed light on the progress made on outcome and impact level in relation to the objectives set along with an analysis. For this purpose, we will use Outcome Harvesting as the main methodology; it will enable us to better understand the process of change and monitor positive, negative, intended and unintended effects. This is based on evidence collected during the year; where possible external stakeholders are involved creating opportunities for joint learning.</p> <p>The MEL framework for the SDLG programme is lined out in the inception report and will be made available at the start of the assignment.</p>
Aim of this assignment	The aim of this assignment is to guide the VNG-I staff on conducting Outcome Harvesting exercise in the context of the annual review 2022.
Key-responsibilities	<p>The trainer will be responsible to</p> <ul style="list-style-type: none"> - Prepare and deliver training on Outcome Harvesting - Spar with country teams on their first drafts of their outcome harvesting statements
Outputs	<p>The related outputs are therefore twofold:</p> <ul style="list-style-type: none"> - Provide (refresher) trainings to VNG-I staff (both in The Hague as in-country staff). - Spar with country programme teams on their draft outcome statements
Required profile of the consultant	<ul style="list-style-type: none"> - Multiyear knowledge of and experience in monitoring, evaluation and learning - Have specific knowledge and skills in Outcome Harvesting - Extensive experience in adult learning and training - Well versed in online facilitation. - Fluent in both English (required) and French (preferred) -oral and written

<p>Period of the assignment</p>	<p><u>January 2023</u> Training in Outcome Harvesting: we suggest to have the next trainings</p> <ul style="list-style-type: none"> - One webinar for In-country staff (English) - One webinar for In-country staff (French) - One hybrid training (online, f2f) for staff in the Hague <p>It might be that the final number of trainings are subject to change</p> <p><u>February -March 2023</u> Review and spar with country teams (eight in total) on their draft outcome statements</p>
<p>Assignment duration</p>	<p>The assignment will</p> <ul style="list-style-type: none"> - Preparation (reading programme material and preparing training) – 3 days - Max of three trainings of half a day – 1,5 day - Review and spar with country teams on draft outcome statements for 8 countries- 6 days <p>In total: 10,5 days</p>
<p>Place of the assignment</p>	<p>Home based. Preferably the trainer is based in the Netherlands, so it is possible to have a part of the session f2f in The Hague</p>
<p>Request for Tender (RfT)</p>	<p>We like to receive proposals from interested and skilled trainers, containing:</p> <ul style="list-style-type: none"> - A short motivation letter outlining your 1) motivation, 2) track record, 3) approach for delivering the outputs - An updated CV - A budget proposal for conducting the assignment <p>Please submit these documents by Monday 7 November 2022 CoB. Please send in your documents to robert.vanderwolff@vng.nl</p>