



**Program Write Her Future
Guatemala – Morocco – Thailand**

**Terms of Reference
for
Consultancy to provide support
to teams conducting Intermediary Evaluation**

Background on CARE

Founded in 1945, CARE is a leading humanitarian organization fighting global poverty. It aims to deliver lasting solutions to ending poverty with a particular focus on empowering girls and women. In 2018, CARE worked in 95 countries around the world, directly reaching more than 55 million people.

CARE seeks to contribute to economic and social transformation, unleashing the power of the most vulnerable women and girls. To know more about CARE: www.carefrance.org

The program

Directly contributing to CARE's gender strategy, the Write Her Future (WhF) program, financed by Lancôme International for a duration of 4 years, has been implemented by CARE **since July 2017 in Morocco and January 2018 in Thailand and Guatemala.**

Being implemented in **3 different countries** with specific modalities depending on the institutional, demographic and social context, the program is now at **mid-term stage**, and an evaluation will be conducted in the coming months in each country.

This program supports women, and mostly **women between 15 and 35-year-old**, to access to **functional literacy classes** in order to increase their **empowerment**: leadership, capacity to understand their rights and to have better economic and social opportunities.

On this common basis, WhF Morocco, WhF Thailand and WhF Guatemala were then designed, implemented and monitored separately by the CARE Morocco, CARE Thailand ("Raks Thai") teams and CARE Guatemala, with ongoing technical and methodological support from CARE France.

- In **Guatemala**, the project targets **indigenous women**, and brings support to the **National Committee for Adult Literacy (CONALFA)** to strengthen its capacity to deliver classes through gender and andragogic trainings, providing of didactic materials, support to revise and validate a methodology to teach in local language. Various workshops are organized with women to strengthen their empowerment and ability to know and claim their rights, but also to improve their capacity to have better socio-economic opportunities. The project targets **5 000 women** in the **Quiche, Totonicapán, Sololá and Chimaltenango** regions.
- In **Thailand**, the project targets **indigenous women** from various communities, and brings support to the **Community Learning Centers (CLC)**, institutions set up by the government, to strengthen their capacity to deliver classes. The project provides gender and andragogic trainings and creates partnerships with various organizations to improve support to the centers. In particular, universities are involved in developing curriculum in local languages that is to be made available online (MOOC). Other partners provide trainings to improve women capacity to have better socio-economic opportunities. The project targets **1200 women in the Nan province**.
- In **Morocco**, the project brings literacy to **women** classes through their partners, represented by local literacy associations. The project, besides providing literacy and post-literacy trainings for women, delivers training to strengthen the socio-economic capacities of young women to enable them to enter the professional world. The initiative raises awareness about positive parenting, positive masculinity and gender. It aims to encourage the involvement of mothers, fathers and community members in their children's education as well. The project targets **1 400 women** in **Casablanca-Settat and Marrakech-Safi**.

One **knowledge and experience sharing event** has been organized in October 2019, allowing to capitalize on synergies between countries and share good practices, and to lay down the **common strategy to conduct the intermediary evaluation**.

Purpose and Objectives

Purpose and Objectives of the mid-term evaluation

The **mid-term evaluation** is planned to take place in Thailand and Morocco from **December 2019 to February 2020** and in Guatemala from **January to March 2020**.

The objectives of this evaluation are as follow:

- To evaluate the **quantitative and qualitative results and outcomes** from WhF activities in Thailand, Guatemala and Morocco based on the **baseline results**, with a focus and **literacy rate linked to women empowerment**;
- To evaluate the **quality and effectiveness** of program delivery – this will cover both CARE and its implementing partners – by looking into the **strengths and weaknesses** of activity implementation and program management;
- To recommend **adjustments to the Theory of Change and Logical framework**, activity design, resource allocation, activity management, M&E Plan, or implementation that could improve the

likelihood of achieving sustainable results by the program's end, based on the yearly evidences collected and conclusions drawn for the evaluation objectives;

- To determine the appropriateness and effectiveness of support for gender equity in terms of access to, participation in, and benefit from project interventions. Assess the extent to which project interventions target youth, support greater capacities for local governance and address sources of environmental risk;
- **To identify key lessons learnt and provide strategic recommendations** specific to each country that can both contribute to the sustainability of benefits of this program, and aid in the overall enhancement of the program of CARE and its partners in Thailand, Guatemala and Morocco;
- **To support the completion of a multi-country comparative analysis** of program results across Thailand, Guatemala and Morocco, drawing lessons learned and recommendations towards a better articulation between the countries and laying down the basis for the final evaluation;
- **To contribute to CARE's accountability** towards Lancôme as the unique donor of WhF, as well as its partners and supporters, by showing the changes and impact of the project in women's lives.

The **target audiences** for these studies will include: Lancôme staff; CARE France, CARE Morocco, CARE Guatemala, and Raks Thai (CARE Thailand) staff; their implementing partners (institutions, associations, universities, etc.); CARE International members and agents; the wide network of CARE's collaborating agencies and institutions, research and training institutions, international and national NGOs, etc. and their audiences.

Purpose and Objectives of the consultancy

The purpose of this consultancy is to provide a **remote support** on improving **data quality and management** to the teams conducting the mid-term evaluation of the WhF program in Thailand, Guatemala and Morocco, in order to produce **comparable, credible, useful and reliable data** across the countries. The selected consultants will work closely with country-specific project teams and consultant teams who will be responsible for designing and conducting baseline data collection.

The objectives of this consultancy are as follow:

1. To **identify the needs in capacity building** on methodology or recompilation of data
2. To **develop and provide trainings** depending on the needs identified for data quality control and data management, during du whole process of the evaluation (mixed methods data collection, entry and cleaning processes, etc.), noting that data collection tools will be slightly different for each of the 3 projects/ countries;
3. To **review and provide recommendations** on the analysis produced by the 3 countries
4. **To produce a cross countries analysis** including key indicators and recommendations based on the 3 reports received from the teams
5. **To identify issues in the process of evaluation** or the monitoring systems that prevent a multi-country monitoring and analysis and how to address these issues to improve the process for final evaluation.

Roles and Responsibilities:

CARE France: the entity which solicits a consultant to provide support to CARE Country offices.

International consultant: will bring support to the project teams in country and to their local consultants if identified with the local team; will review all documents produced by the project teams and/or consultants and provide recommendations; will use the deliverables of the local teams/local consultants to produce its own deliverables, providing crossed-analysis and recommendations.

CARE Thailand (Raks Thai), CARE Guatemala and CARE Morocco: teams that are to be supported by the consultant, and who will be their main interlocutor. They built the methodology and the calendar for mid-term evaluation and are recruiting local consultants to conduct the in-country compilation of data and/or analysis. They will/have developed their own ToR and tools, will integrate comments from the international consultant; will answer questions from the consultant to help them identify needs of capacity building on methodology or recompilation of data; will receive trainings from the international consultant; ensure the collection of data and analysis, and the production of the mid-term evaluation report.

National consultants: are contracted by the project teams in each country; they will work closely with local teams throughout the duration of the evaluation. Depending in the country, they will be responsible for coordinating and managing all field work, community data collection and analysis, redaction of report or just data collection. They will receive training/advice from international consultant is identified as a need.

Deliverables

Deliverables expected from **international consultant:**

1. **Comparative analysis** of the ToR and tools produced by local teams/consultants with recommendations in order to collect comparable data;
2. **Training materials** on specific issues identified;
3. **Feedbacks and recommendations** on the 3-report analysis produced by the teams;
4. **Report** including (1) crossed-countries analysis based on the reports produced by the teams with key indicators and practical recommendations on the projects and (2) crossed-countries analysis based on the process of the evaluation itself (including trainings provided) and the monitoring tools of each project team, giving recommendations on the monitoring systems and the process of final evaluation. The purpose of this report is both for documentation as well as to be used for reflection and further training/evaluations amongst the team. The training materials should be clearly cross-referenced in this report.
5. A **power point presentation** with comparative highlights and recommendations based on the report, to be presented to each project team and CARE France.

Level of Effort and Work Schedule

The evaluation process is expected to take place **from December 1st, 2019 to the end of April 2020**, with remoted support from the International Consultant throughout the process.

It is anticipated that the total number of days required to complete **this work will not exceed 20 days**.

Qualifications of the International Consultant

Essential skills

- A minimum of 5 years' experience in evaluation process and support to teams
- An advanced academic degree or equivalent, in fields related to education or functional literacy, and mother tongue-based education;
- Understanding of Guatemalan, Thai and/or Moroccan contexts would be an asset
- Capacity to work in a multicultural environment
- Demonstrated capacity working with remote support
- Good communication skills (writing and reading) with good command in English, French and Spanish
- Command of English and Spanish languages

Desirable qualifications:

- Experience in applying more advanced evaluation methods including most significant change, outcome harvesting or realist evaluation.
- Experience or knowledge of CARE and its programming, or experience with other international NGOs.
- Knowledge Arabic and/or Thai
- Knowledge of issues pertaining to indigenous people
- Experience and knowledge of gender mainstreaming perspective

Application process

Interested candidates are invited to submit their application in **one single PDF document** in **French or English**, by email to **Sofia Dagna (dagna@carefrance.org)** by **November 20th, 2019**.

Applications must contain the following:

1. Statement of Qualification (max 1-page), including confirmation of availability during all the process of evaluation (including a sample report if possible)
2. Detailed plan of action indicating staff-days required and specific roles and responsibilities of the project teams and consultant
3. Financial proposal (inclusive of all fees, taxes)
4. CV (max 2 pages)

Qualified women and members of social minorities are encouraged to apply. Shortlisted candidates will be contacted for further inquiry and/or interview.