

## **AFFORD Diaspora Finance (ADF) Ethiopia Innovative and Sustainable Social Change**

### **Terms of Reference Final Independent Evaluation Consultant**

<b>Organisation</b>	AFFORD-UK
<b>Project title</b>	AFFORD Diaspora Finance (ADF) Ethiopia Innovative And Sustainable Social Change
<b>Duration</b>	16 Working Days
<b>Expected start date</b>	27 November 2017
<b>End date</b>	5 January 2018
<b>Location</b>	Must be based in Ethiopia
<b>Remuneration</b>	Negotiable
<b>Deadline for submission</b>	17 November 2017
<b>Interview to be held on</b>	22 November 2017

#### **1.0. Overview of the African Foundation for Development UK (AFFORD-UK)**

AFFORD's mission is "to expand and enhance the contribution Africans in the diaspora make to African development". The mission is pursued through programmes, projects and activities undertaken solely by the charity or in collaboration with partners in Africa, the United Kingdom, European Union and other parts of the world. AFFORD's activities fall within the overlapping programme themes of:

- Enterprise & Employment in Africa
- Diaspora Remittances & Investments
- Diaspora Engagement, Network-Building Services, & Training
- Learning, Policy & Advocacy

AFFORD is a pioneer and innovator in the field of policy and practice of 'diaspora and development'. It continues to act as a catalyst, concept-tester and exemplar in the sector. AFFORD plays a leading role in UK and international policy advocacy. It also seeks out, supports and enhances the capacity of actual and potential change-makers amongst diaspora organisations and individuals.

### **1.1. AFFORD Diaspora Finance (ADF)**

AFFORD Diaspora Finance (ADF) provides funds (grants, loans, equity and other products) that targets innovative and sustainable projects that are problem-solving and make maximum social impact. ADF supports the unique contributions that diaspora organisations make to international development and funds initiatives that address socio-economic challenges that cause job losses and underdevelopment. ADF's main goal is to contribute to the creation of an independent and stronger continent by enabling the diaspora and local partners to mobilise financial resources, develop skills and the knowledge needed to become economically self-reliant. ADF aim to contribute to an eco-system of social enterprises, job creation, employment-led growth and development. It enables diaspora/Africa partnerships to develop innovative and sustainable social enterprise solutions that unleash a proactive and entrepreneurial spirit.

### **1.2. ADF Ethiopia: Innovative and Sustainable Social Change**

Managed by the African Foundation for Development (AFFORD), ADF Ethiopia project is funded by the Pharo Foundation. The project aims to plug the gap that currently exists in international development funding for small grants to support focused-diaspora development intervention. The programme supported the development interventions of UK-based Ethiopian diaspora led organisations and communities and their partners on the ground in Africa.

Consistent with the above, ADF Ethiopia was launched in June 2016, to fund UK-based diaspora projects aimed at achieving innovation and sustainable social change. As a result, 6 diaspora-led social enterprises were selected among a wider pool of applicants and were awarded £25,000 each for their projects.

## **2.0. Purpose of the Evaluation**

As we approach the end of the ADF Ethiopia project, a final evaluation report is required to provide a synthesis of the project's achievements, challenges and learning. We therefore require the service of a qualified external evaluator to evaluate the project and write a final evaluation report for our own use as well as our funder, The Pharo Foundation.

## **3.0. Scope of the evaluation**

The evaluation will cover the ADF Ethiopia project since its inception in June 2016 to the present date, taking into account its activities and outputs in Ethiopia and the UK, as well as an analysis of the following:

### In relation to AFFORD's role:

- Implementation of project activities to date including AFFORD's role.
- Relevance of activities in relation to achieving project objectives, foremost of which is the social impact maximisation.
- Beneficiaries and stakeholders' expectations in relation to the need for such a project in the future
- Strategic implications for future AFFORD's diaspora projects for grants (especially examining whether there would be interest in loans/debt or equity financing)
- Capacity-building support and business development support, and the management of the grants.

### In relation to the grant holders and their beneficiaries:

The evaluation will measure the outcomes that the organisations were required to meet, which are:

1. Increased and more secure incomes;
2. Increase in sustainable livelihoods;
3. Better working conditions and pay;
4. Improved environment for doing business.

### **Key Areas of the evaluation**

- **Relevance to beneficiaries' need:** Investigate to what extent the project benefitted its target groups and whether the project outcomes have been relevant to their needs. Focus should be placed on the relevance of the project to the people's needs as well as context in the project area.
- **Long term Impact:** Details of the broader economic, social, and political consequences of the project and how it has contributed to the overall objectives of AFFORD and Pharo Foundation. Focus should be placed on outlining the positive and negative impacts that have come about as a result of the activities of the project or progress towards the same.
- **Sustainability:** Potential for the continuation of the impact achieved and of the delivery mechanisms beyond the funding period. The focus should be placed on mechanisms that have been put in place to ensure sustained community benefits without external funding.
- **Efficiency:** Assess the timeline of outputs, their delivery within budget, overall management arrangements, as well as compliance with the terms and conditions of the grant.
- **Effectiveness:** Assessment of performance in relation to targets set in their business plans and cash flows, as well as the rate and cost at which inputs resulted in outputs.
- **Replicability:** How replicable is the process that introduced the changes/had impact in a similar context and elsewhere in the country?
- **Scalability:** How scalable is the project?
- **Risk management:** Identify key risks before and during the project implementation and to what extent they were handled and outline key issues that may inform future programme designs

- **Lessons Learnt and sharing of experiences:** Key lessons learnt throughout the period of the project (including unintended outcomes) which can be utilised to guide future strategies

The evaluation will also include such aspects as:

- Any issues or factors that have impeded or accelerated the implementation of the projects or any of its components, including actions taken and resolutions made should be highlighted.
- Particular attention should also be paid to the relevance and importance of these projects to the needs of different stakeholders.

#### **4.0. Objectives of the Evaluation**

In conducting this evaluation, the consultant's assessment should address the following key objectives:

- To capture the project achievements, challenges and learning.
- To make social impact and potential for achieving long-term change
- To assess and make recommendations on the efficacy of our future funding plans.
- The difference that the project has made to the life of its beneficiaries
- How the project made that change, including the methods and approaches

#### **5.0. Main Duties and Responsibilities**

A consultative approach will be used ensuring that key stakeholders are consulted and they will provide evidence of achievement of outputs through the use of qualitative and quantitative data. The evaluator should have technical expertise in all areas of interventions covered in the deliverables of the project.

The evaluation will be based on primary and secondary information through desk review of relevant documents and other relevant resources. They will undertake interviews or focus groups with selected stakeholders (grantees and beneficiaries) in Ethiopia and the UK, in order to gather primary information. Based on the information gathered through these techniques, they will undertake the necessary analysis to answer the key evaluation questions. The evaluation will cover all the activities conducted by AFFORD under the ADF Ethiopia project.

**The main duties will include:**

- Develop an appropriate design tool and approach for the collection and analysis of qualitative and quantitative data, with detailed timelines to conduct this evaluation.
- Review existing project data and organisational documentation including project documents, annual narrative and financial reports, internal monitoring and evaluation tool.
- Undertake field visits in Ethiopia to gather primary data necessary to assess the impact of the project through interviews and FGDs with staff and project beneficiaries.
- Undertake interviews or focus groups with stakeholders
- Collate and present preliminary findings to AFFORD-UK.
- Write final report which should include analysis of findings against the above objectives.

## 6.0. Key deliverables

The consultant will be expected to produce a final evaluation report which will be shared with our funder. The report should focus on evaluation of performance against the project indicators, learning and recommendations. The evaluation report should also reflect assessment of the continuity of the project beyond the current grant period. Specifically, the following key deliverables will be expected:

1. Methodology and tools for the evaluation to be finalised in consultation with AFFORD-UK
2. Findings, data processing and analysis, and recommendations to be presented
3. In relation to the ‘continuity of the project beyond the current grant period’, an assessment of the sustainability of the project/ business model with the most potential for continued growth and potential for making social impact
4. Final evaluation report, using AFFORD’s standard format.

## 7.0. Expected Timetable

ACTIVITIES	Estimated number of days	To be completed by
Briefing and consultation with AFFORD	-	29-Nov-17
In country travels, field trips and collecting data	6	13-Dec-17
Data processing and analysis	3	20-Dec-17
Submission of the draft report	1	22-Dec-17
Report writing	5	04-Jan-18
Submission of the final report	1	05-Jan-18
<b>Total</b>	<b>16</b>	

## 8.0. Management of the Evaluation

The consultant is expected to work independently but also closely with AFFORD-UK, who will facilitate all the necessary logistics and administrative support including all project documents needed. The consultant will report to AFFORD’s Deputy Director, Stella Opoku-Owusu.

## **9.0. Skills and experience required**

- The consultant should have relevant qualifications and experience in conducting evaluations of projects related to the SME sector and diaspora investment in Africa.
- Extensive experience (minimum 5 years) in project evaluations especially in the charity or social enterprise sectors.
- Excellent understanding of SMEs in the context of developing economies, as well as diaspora investment
- Understanding of diaspora and development issues, especially in the context of generally Africa, specifically Ethiopia
- Proven professional experience within the SME sector, with national and international context.
- Excellent communication skills both oral and written, with strong ability to work with various stakeholders.
- Proven ability to work in multi-disciplinary and multi-stakeholder teams.
- Proven report writing skills (in English), with excellent research and analytical skills.
- Proven ability to deliver high quality evaluation reports within tight deadlines.
- The ability to speak the local language will be an advantage.

### **How to apply?**

Interested candidates are invited to submit their applications, including a detailed curriculum vitae and a cover letter to:

**ADF/Grants Team** [grants@afford-uk.org](mailto:grants@afford-uk.org)

**The deadline for submission of applications is 17<sup>th</sup> November 2017.**

**Interviews will be held on 22<sup>nd</sup> November 2017**