

LIFE WITH DIGNITY’S THEORY OF CHANGE

**EVALUATION TERMS OF REFERENCE**

BACKGROUND

Life With Dignity, also known as LWD, or Angkar ‘L’ by rural communities, is a local NGO serving vulnerable communities in Cambodia through development work prioritizing human dignity. LWD understands that poor communities face major challenges in their lives and are owners to their solution.

The work of LWD originated in 1979, through the Lutheran World Service (LWS) Cambodia (1979 ‐1992), a field program of Lutheran World Federation (LWF), which focused on emergency relief, demining and resettlement. In 1993, the programme was renamed as LWF Cambodia Programme (1993 – 2010), and shifted focus to supporting rural development. In 2011 the LWF Cambodia Programme was localized into a Local NGO and registered with Ministry of Interior (MoI), with Cambodians taking on all management and leadership roles within the organization, and Life With Dignity was born.

Currently LWD is operating its six‐year strategic plan, 2015‐2020 which has consisted of 2 three-year project documents. Empowerment towards Self‐Reliance Program (ESRP) ran from 2015-2017 and Livelihood Enhancement Action Program (LEAP) is running from 2018 until the end of 2020.

The goals of the ESRP and LEAP projects has been “to contribute to equitable development of Cambodia”, focusing in five provinces: Battambang, Pursat, Kampong Chhnang, Kampong Spue, and Svay Rieng.

The Strategic Objectives of ESRP and LEAP are measured and evidenced by (1) enhanced local good governance; (2) improved sustainable livelihoods of households; and (3) increased resilient capacity of communities in disaster prone areas to prepare for, cope with and adapt to disasters and climate change; (4) Safe and Unsafe Migration; (5) Improved organizational development.

Australian Lutheran World Service (ALWS) is the overseas aid and resettlement agency of the Lutheran Church of Australia. ALWS and LWD in its various forms have partnered for more than 25 years, including on the ESRP and LEAP programs.

Through its Strategic Plan, ALWS seeks to achieve change through the support of programs that demonstrate:

* A Rights-based Approach – utilising the PANEL principles (Participation, Accountability, Non-Discrimination, Empowerment, Link to human rights standards and mechanisms)
* An integrated approach – intentionally linking the design, delivery, and evaluation of programs across disciplines and sectors, and
* Linking relief, rehabilitation, development and disaster preparedness

PURPOSE AND SCOPE OF THE EVALUATION

A number of program evaluations have been undertaken since the inception of the Cambodia development programs, however these have mostly focused on assessing progress of the Strategic Plans and their continued relevance, with the aim of informing and improving future project designs. For instance, an evaluation of the LWD Country Strategic Plan 2015-2020 was conducted in 2019 and is being used to inform and design the 2020-2025 Strategy and 2020-2022 Project Document. Both partners agree that the program could benefit from looking deeper, testing the underlying assumptions and logic that have implicitly and explicitly informed program design in the past.

The purpose of this evaluation will be to conduct an investigative evaluation to:

* document and test LWD’s (implied) Theory of Change as articulated in its current Strategic Plan and Project Documents against its practice on the ground through project implementation.
* assess the alignment of LWD’s Project Implementation Approach and ALWS’ Strategic Approach.
* provide recommendations for LWD and ALWS on strengthening future strategic plans and project designs, based on these findings.

Consideration is being given for a second phase of this evaluation in late 2020 to support LWD develop a Theory of Change to accompany their 2021-2026 Strategic Period.

METHODOLOGY

ALWS invites proposals of specific evaluation methodologies tailored to meet the purpose of this evaluation. The methodology must be participatory and inclusive in regard to gender and people living with disability.

It is anticipated that the evaluation will include a broad range of data sources and collection methods such as document review, key informant interviews, focus group discussions and observation. Document review will include:

* LWD Country Strategic Plan 2015-2020
* LWD Country Strategic Plan evaluation 2015-2020
* LWD Program Document 2015-2017
* LWD Program Document 2018-2020
* LWD Annual Reports
* M+E Framework
* ALWS Strategic Approach 2015-2020
* ALWS Monitoring Reports
* DFAT/ANCP Monitoring Reports
* DFAT/ANCP Thematic Review 2019 (which included a visit to LWD’s work)

Field visits are also expected.

DELIVERABLES

The main output of the evaluation will be a **detailed Evaluation Report** including an Executive Summary with summarised findings and recommendations.

DRAFT TIMETABLE FOR INPUTS AND DELIVERABLES

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| **Milestones** | **Responsible** | **Consultant Input Days (approximate)** |
| Recruit Consultant | ALWS | N/A |
| Evaluation Planning   * Share Technical Proposal for review with brief justification of the methods and techniques planned * Develop and finalise Evaluation Plan * Documentation Review. * Develop Data Collection Tools * Draft report structure | Consultant in consultation with ALWS and LWD | 3 Days |
| Field Visit   * Meet with in-country stakeholders. * Adapt Plan if required and test collection tools. * Data Collection. * Data Verification with LWD | Consultant in conjunction with LWD | 5 days |
| * Data Analysis and Report Writing and Design. | Consultant | 3 days |
| Finalise Evaluation Report   * Share draft evaluation report via skype with ALWS and LWD staff * ALWS & LWD provide feedback to Consultant * Feedback incorporated into final report * Final Report submitted to ALWS & LWD, | Consultant  LWD  ALWS | 2 days |

RESPONSIBILITIES

***ALWS***

* Preparation and Management of the Consultancy Contract
* Payment of consultancy fee and related costs
* Access to relevant documentation
* Support arrangement of and cover costs of travel and accommodation

***LWD***

* Access to relevant documentation
* Logistical support in scheduling meetings and interviews with staff, target communities and stakeholders necessary
* Meeting space, where necessary
* Any other practical materials required by the consultant

***Consultant***

* Arrange personal insurance coverage
* Take responsibility for any entry requirements to the country
* Compliance with ALWS Code of Conduct and LWD Code of Conduct for Child Protection
* Final Evaluation Reports

TIME FRAME

The consultancy ideally will take place between **15th February and 30th April**, though there is scope for negotiation on this.

CONSULTANT SKILLS AND EXPERIENCE

* Demonstrated understanding of the assignment and proposed approach – examples of similar prior work would greatly assist in the selection process.
* Relevant experience and qualifications.
* Demonstrated understanding for the local context – Khmer language skills are an advantage.
* Demonstrated skills and knowledge in humanitarian and development programming.
* Experience in evaluating donor funded projects.
* Experience in documenting project impact including for communications purposes.

ALWS is a child safe organisation and requires consultants to undertake a Criminal Record Check and to sign and abide by the ALWS Code of Conduct (accessible on the ALWS website).

SUBMISSION OF INTEREST

Interested consultants are requested to submit an expression of interest which briefly outlines how the consultancy will be conducted, proposed budget and curriculum vitae with examples of relevant previous experience to Anne Fitzpatrick at programs@alws.org.au by 24th January 2020.