

TERMS OF REFERENCE FOR CONSULTANCY TO CONDUCT AN END-LINE EVALUATION

Project: Accountability for Water (AfW) Program Phase II

Location: Kenya, Ethiopia, Tanzania, Zambia, Zimbabwe, Ghana, and Liberia.

Starting Date: Upon signing of the contract

Expected Duration of the Assignment: 30 working days

1. ACCOUNTABILITY FOR WATER PHASE II PROGRAM

AfW) project is funded by the William and Hewlett Foundation and implemented by the Accountability for Water Consortium. Led by Partnership for African Social Governance Research (PASGR), the consortium comprises of four other partners including Water Witness International (WWI), Water Witness Ethiopia (WWE), Kenya Water and Sanitation Civil Society Network (KEWASNET), and Shahidi Wa Maji (SWM). The AfW project aims to improve water governance and service delivery by strengthening accountability in water policies, laws, and programs. These interventions seek to accelerate progress toward realization of Sustainable Development Goal 6 (SDG 6).

Through research, action, and advocacy, the programme aimed to enhance accountability for water, sanitation, and hygiene service delivery and water resources management globally and in priority target countries, including Kenya, Tanzania and Ethiopia. Interventions were achieved with support and guidance from National Advisory Groups made up of government representatives, civil society, funders, and research institutions. The overarching purpose of the program is to unlock enduring and widespread water security for vulnerable communities in Africa through well-informed, strategic action to strengthen citizen voice, government responsiveness and water sector accountability.

The first phase of the Accountability for Water programme was designed to produce applicable research for uptake by organizations and professionals working in water resource management and WASH service delivery. Engagement with over 160 stakeholders identified themes for exploration, including enabling and sustaining accountability for water, accountability for communities, and accountability for government. The program also organized peer-to-peer learning workshops, webinars, regional events, publishable practice papers, methodological guidance and case studies, and an online knowledge-sharing platform.

Phase I of the AfW Programme laid a solid foundation by exploring how citizen engagement, responsive governance, and a conducive policy environment can spur improvements in water justice and contribute to achieving Sustainable Development Goal 6 (SDG6). We established multiple dynamic platforms for stakeholder engagement through National Advisory Groups in Kenya, Tanzania, and Ethiopia and a Global Advisory Group comprising over 500 learning partners.

Building on these achievements, Phase II will deepen knowledge through action research, prioritize the local uptake of evidence, and cultivate a lasting legacy of accountability for water

governance in Kenya, Tanzania, and Ethiopia, with a vision to influence broader contexts across Africa. Our three primary workstreams will guide this phase:

- i. **Knowledge translation and Uptake:** Apply verifiable evidence from 16 Phase I research products to inform national policy and localized programs, in alignment with stakeholder-led action plans.
- ii. **Action Research and Learning:** Collaboratively design and implement community-focused interventions to tackle accountability challenges within the water sector, drawing on continuous learning and reflexive practice.
- iii. **Legacy:** Strengthening communities of practice through skill development, knowledge dissemination, and sustainable support mechanisms. This includes the launch of a civil society support facility fund aimed at bolstering those at the forefront of water justice advocacy.

Phase II also aimed to demonstrate how evidence can move from research into action through practical country experiences.

Overall, Phase II builds on the foundations of Phase I by moving beyond evidence generation to evidence use, action, and institutional change. It strengthens the Programme's contribution to water justice by linking research, advocacy, dialogue, and learning in ways that support more accountable and responsive water governance. The lessons emerging from Phase II will be used to inform policy, practice, and future programming in Kenya, Tanzania, Ethiopia, and beyond.

2. PURPOSE OF THE ENDLINE EVALUATION

The purpose of the end-line evaluation is to assess the impact, effectiveness, relevance, and sustainability of the Accountability for Water Program Phase II. The evaluation will provide feedback on the achievements, challenges, and lessons learned from the Accountability for Water Phase II program and make recommendations for future interventions.

2.1. The specific objective of this evaluation is to:

- a. Assess the relevance and sustainability of the program management and oversight structure in achieving programme objectives and impact.
- b. Evaluate how and whether research findings have been adopted into policy uptake and practices, and to identify barriers to effective knowledge translation.
- c. Evaluate the effectiveness of action research initiatives in addressing accountability challenges by gathering insights from community engagement.
- d. Assess the impact of social accountability structures established with communities during the programme period.

2.2. Scope

The Endline evaluation seeks to assess the extent to which the Accountability for Water II programme achieved its intended goal and objectives, using the corresponding indicators outlined in the project logframe. It also seeks to evaluate the programme's impact on communities, practitioners, and policymakers.

The evaluation will cover the following areas, and the consultant should design both qualitative and quantitative evaluation questions, guided by the key questions that the evaluation seeks to address. This includes the following:

- a. Programme Management and Oversight Structure**
 - i. To what extent was the programme management and oversight structure relevant to achieving its objectives, goals, and intended outcomes?
 - ii. What is the sustainability of the program management and oversight structure, and what modifications or improvements could be made to enhance its sustainability?
 - iii. Was the programme management and oversight structure sufficiently decolonial in its approach?
 - iv. Did the program develop and implement effective tools and strategies for monitoring and evaluating water accountability practices, policies, and programs?
 - v. Did the program provide adequate training and capacity-building opportunities for researchers and practitioners, including access to relevant resources, networks, and mentorship?
- b. Theme 1: Knowledge translations and Uptake**
 - i. To what extent have the evidence and insights from Phase I research been adopted in the policies and practices of partner institutions in the target countries?
 - ii. How have the National Advisory Groups used the research findings to inform their action plans and decision-making?
 - iii. What tangible changes have been observed in governance and water accountability because of knowledge translation initiatives?
 - iv. How do stakeholders perceive the relevance and usability of the developed policy briefs, infographics, and technical materials?
 - v. What barriers have been encountered in the uptake of research findings, and how have these been addressed?
- c. Theme 2: Action research and Learning**
 - i. What specific accountability challenges identified in Phase I were addressed through cocreation and co-designed interventions, and what solutions were implemented in Phase II?
 - ii. How effective were the action research initiatives in generating new evidence of water accountability at the local, national, and regional levels?
 - iii. To what extent does community engagement influence the design and implementation of accountability intervention?
 - iv. What changes in practices or perceptions of water governance and accountability were noted among community members and stakeholders?
 - v. How has the integration of community feedback into learning processes altered project outcomes or intervention strategies?
- d. Theme 3: Legacy**
 - i. How have communities enhanced their capacity for governance and accountability in the water sector as a result of this program?
 - ii. What new systems or support mechanisms have been established to sustain accountability for water in the target countries?
 - iii. How recognized and influential is the CoP established through the program's legacy component, and what role has it played in local and regional water governance?
 - iv. What aspects of the curricula developed have been adopted or adapted by training institutions and stakeholders beyond the project period?
 - v. How effective was the regional Accountability for Water support facility in meeting the needs of its target audience, and what lessons can be learned for future funding and support initiatives?

e. Theme 4: Crosscutting dimensions of the programme and outputs

- i. How did the program create awareness and advocacy for accountability policies and practices on water among stakeholders in Africa and globally?
- ii. How did the program provide adequate training and capacity-building opportunities for researchers and practitioners, including access to relevant resources, networks, and mentorship?
- iii. How did the program promote gender equity and social inclusion in water governance?
- iv. How did the program establish a sustainable legacy, including by creating networks, centers of excellence, and other structures that can continue to promote water accountability policy uptake and practice after the program has ended? What modifications or improvements could be made to enhance sustainability?
- v. How did the program advocate for policies and practices that promote transparency, participation, and inclusiveness in water governance, and did it provide technical assistance and support to implement these policies and practices?
- vi. How did the program contribute to enhancing the accountability of water service providers, regulators, and other key actors in the water sector? Did it help to increase public trust and confidence in these institutions?
- vii. How did the program promote gender equity and social inclusion in water governance, and did it recognize and address the diverse needs and perspectives of marginalized communities?
- viii. How did the program establish sustainable partnerships with key stakeholders, including civil society organizations, governments, and international agencies, to promote accountability policies and practices for water?

3. EVALUATION METHODOLOGY

The evaluation will be conducted in accordance with the OECD/DAC evaluation criteria. The consultant is expected to use a mixed-methods approach, including desk review, surveys, interviews, focus group discussions, and site visits, and engage in detail with the full list of stakeholders that will be provided (approximately 60 individuals). The evaluation will cover the period from the start of the program to the end line date and will include both quantitative and qualitative data.

The consultant will be expected to apply the most appropriate methodological approaches that will enable the achievement of the objectives of the assignment. The methodology will ensure that critical areas are prioritized. These include ensuring literature review analysis, physical data collection using appropriate data collection methods and instruments and data sources, ensuring routine consultations with the management and project team, validation and stakeholder engagement, critical analysis, and presentation of the findings as well as prompt reporting.

4. SUPERVISION AND MANAGEMENT

The consultant will be expected to directly work with the Program Officer for AFW at PASGR and liaise closely with the Program Manager. The deliverables will be reviewed by the consortium partners throughout delivery process. The Programme Officer will coordinate the peer review by partners to ensure the quality and timely delivery of the evaluation reports. Any issues or concerns arising during the evaluation will be promptly brought to the attention of the Programmes Manager, PASGR.

5. ROLES & RESPONSIBILITIES

a. Consultant

- i. Read and understand all project documentation.

- ii. Produce an inception report identifying how the study will be carried out. The study design should include approach and methodology, sampling procedures, data quality control, analysis framework, reporting formats, and timeframe.
 - iii. The consultant is highly encouraged to use digital data collect tools i.e. use tablets to collect data, he/she has the responsibility to develop and upload the questionnaire to the tablet
 - iv. Recruit, train and supervise enumerators in data collection.
 - v. Oversee the entire process to ensure unbiased and correct data collection.
 - vi. Comply with all reporting deadlines.
 - vii. Develop a budget indicating/outlining various activities to be done in carrying out the Evaluation (in USD).
- viii. Share the raw data with PASGR
- ix. Adhere to health and safety procedures and PASGR's Code of Conduct, Safeguarding Principles of programme participants' Policy, Child Protection Policy, and Gender Policy.
- x. The consultant should seek and do written consents of interviewees before commencing interviews and taking photos.
- xi. The consultant should also adhere to the data protection policy for any data collected under this consultancy and that the consultant should not use the data or information collected for any other purposes beyond this purpose.
- xii. After completing the draft report, the consultant will make a presentation to members of the consortium on the key findings of the Evaluation and recommendations.

b. PASGR and Partners

- i. Provide all relevant documentation (project proposal, log frame).
- ii. Ensure that all policies outlined above are fully adhered to.
- iii. Provide list of programme participants and key stakeholders to be interviewed.
- iv. Data collection development will be done in close collaboration with PASGR MEARL Officer, AfW Programme Officer and Head of Research and policy.
- v. PASGR's Head of Research Program will organize meeting for the consultant to do a presentation of draft report of the Evaluation to PASGR and the AfW consortium.

6. TIMELINE

The volume of the assignment has been estimated to amount to a total of 25-30 working days. The consultancy's bid must include an articulated and detailed activity schedule with clear outputs within specified milestones. The total scope of work will be agreed in consultation with the winning tenderer accordingly.

7. DELIVERABLES FROM THE CONSULTANCY

- i. **Inception report:** The consultant is expected to present the inception report upon signing the contract in line with the agreed timelines. Most probably the inception report will be presented at least two days after the date of the contract signing. The inception report will clearly articulate a clear understanding of the terms of reference for the assignment and define each stage of the assignment. The consultant will need to articulate the methodology, articulate the format of presentation of the deliverables. Propose a design and methodology that takes into account the objectives and scope of the assignment. Include a high-level work plan with timelines, data collection methods, tools, and sources as well as proposed timelines for the delivery of the assignment.
- ii. **Draft report.** The Consultant is expected to produce and share the draft end line report of 20 pages plus the executive summary. The draft report will include comprehensive literature review and analysis, methodology, findings, conclusions, and

recommendations. The draft report will be presented to AfW consortium for inputs including making presentation at validation workshop after which the consultant will incorporate the issues to produce a final report.

- iii. **Dissemination:** After completing the draft report, the consultant will make a virtual presentation to AfW consortium on the key findings of the End Line Assessment and recommendations. This meeting will be organized by the Head of Research Program, PASGR.
- iv. **Final report:** After incorporating the feedback from the management and project team and validation meeting, the consultant will then prepare and submit the final report.
- v. **Raw data in CSV format**

8. SAFEGUARDING

All PASGR consultants are required to sign and abide by the organization's official position statement on exploitation and abuse, which includes a zero-tolerance policy for sexual exploitation and abuse. PASGR recognizes that abuse of power has led to, and continues to lead to, far too many forms of exploitation and abuse. The nature of PASGR's work creates a power differential between those employed by or working with PASGR and program participants and consortium partners. PASGR recognizes that those who work with program participants and consortium partners have the potential to abuse their positions of power. PASGR's commitment to safeguarding includes its employees as well as all those with whom it comes into contact through its work. All consultants who work for PASGR and its consortium members will be required to sign and abide by PASGR's Data Protection Policy.

9. ETHICAL CONSIDERATIONS

The consultant will adhere to the highest ethical standards in the conduct of the evaluation, including obtaining informed consent from all participants, ensuring confidentiality, and respecting the rights and dignity of all stakeholders and beneficiaries.

10. QUALIFICATIONS OF THE CONSULTANT

PASGR seeks to engage the services of qualified and experienced consultant's/consultancy firms to undertake the assignment. The team should comprise a team leader who is the contact and responsible for delivering the project. The consultant's/consultant firms must have the following qualifications and experience:

- a. **Education**
 - i. Master's degree in any of the following: Agriculture and Rural Development, Water Sanitation and Hygiene (WASH), Economics Statistics, Research, Monitoring and Evaluation (M&E) or any relevant field of study. Equivalent relevant experience may be acceptable in lieu of a degree.
 - ii. A PhD degree in the above disciplines will be an added advantage.
- b. **Experience, skills, and competencies**
 - i. Have a minimum of 8 years of working experience in evaluations of development projects with verifiable academic and practical experience in evaluation design and implementation.
 - ii. Knowledge of various evaluation methodologies (e.g., Qualitative, mixed methods, etc.)
 - iii. Conversant with current best practices in evaluation methodologies and be ready to collect qualitative data both over zoom and in person and be able to analyse this with the sophistication needed to address these questions.
 - iv. Relevant experience in working with INGOs, Human rights organizations, and/or civil society organizations.
 - v. Previous work experience working for international donor organizations and extensive knowledge of donor requirements.

- vi. Excellent written and verbal communication skills in English.
- vii. Excellent research, analytical and report writing, and presentation skills.
- viii. Must have conducted three programme/project end line or evaluation studies. (Provide two written samples of previous work, at least one of which is an evaluation report)
- ix. Must have advanced computer skills in Microsoft Office (Word, PowerPoint, and Excel). Advanced skills in statistical software such as SPSS or Epi-Info is an added advantage.
 - i. Good interpersonal skills, including the ability to lead a team and work with people from diverse ethnic, religious, and cultural backgrounds.

c. Desirable

- ii. Practical experience of designing and facilitating evaluations with organizations working in development programs (Higher Education, research and WASH etc)
- iii. Good knowledge of results-based program management.
- iv. Experience of working with a team to plan reviews and workshops.

11. APPLICATION

The following should be submitted for consideration:

- i. Technical Proposal - outlining your understanding of the TOR, the methodology that will be used in undertaking the assignment, work plan, and team composition, including CVs and 3 references for similar assignments.
- ii. Financial proposal (maximum 1 page) outlining all relevant costs, including consultancy fee (**in USD**)

12. DEADLINE FOR APPLICATION

Interested candidates should submit their proposals by email to bids@pasgr.org no later than 5:00 pm EAT **the 27th May, 2026**.

For any questions, please reach out to Martin Kapchanga , email mkapchanga@pasgr.org by 26th May 2026