

Strengthening national faith-based networks to promote ethical investment

Project Period: February 2023 to December 2024

Final Project Evaluation Terms of Reference

A. Purpose

The evaluation is being conducted in compliance with the Cooperation Agreement with the donor. The purpose of the evaluation is to make a broad assessment of the relevance (of design), efficiency, effectiveness, impact and lessons learnt from the above-mentioned project as stated in the Cooperation Agreement with a particular focus on evaluating its relevance *vis-à-vis* its design and its outcomes.

B. Profile of the Evaluator

We are looking for a qualified, experienced and independent consultant based in Kenya or in Ethiopia who is familiar with the context, with church and faith-based networks and who is knowledgeable about finance, asset management, investments, development projects and the Organisation for Economic Co-operation and Development’s (OECD) Development Assistance Committee (DAC) evaluation criteria. Direct beneficiaries of and participants in the above-mentioned project cannot apply.

C. Scope and Methodology

The scope of the evaluation will cover the period between February 2023 and December 2024, the project period that encompasses the fifth phase of the African Church Assets Programme (ACAP). The mixed methods approach will be adopted in order to document both the quantitative and qualitative aspects of the project outcomes.

The specific areas to be covered and the methodology and time required for the evaluation are provided in the table below.

Activity	Time required
Desk study Of all the project-related documents listed in section D. below and preparation of survey tools (guiding questions for interviews)	3 days

<p>Quantitative and Qualitative Data Collection</p> <p>The evaluation should target the main actors in the project, including the All Africa Conference of Churches (AACC) as project partner, CORAT Africa as the appointed in country consulting team, project mandate holders and the Globethics Eastern Africa Regional Manager as well as the churches, faith-based organisations and institutions that participated in and benefited from the project among other stakeholders as deemed fit by the evaluator.</p> <p>The data collected will be focused on assessing the extent to which:</p> <ul style="list-style-type: none"> - what was planned (the objectives) was achieved as per the indicators set, what were the challenges or obstacles, if any, and if there were unexpected outputs that were not part of the original plan; - lessons that were learned and if the learning has been applied, their new discoveries, if any, and recommendations on how to improve the project; - if the governance and management of assets, resources and investments has changed since the start of the project in February 2023 and if improvements were made during the course of project up until the evaluation date; - if the activities and outputs, including the key learning instrument produced in the form a reference manual on ethical leadership and investment for a sustainable future, effectively serve as the basis for the beneficiaries’ reflections on their own ethical investment practices as of the evaluation date; - if the beneficiaries encountered challenges, opportunities, innovations, etc., as a result of their participation; and - Harvesting and documenting the success stories from the beneficiaries. 	<p>6 days</p>
<p>Analysis and report writing</p>	<p>5 days</p>
<p>Discussion of the draft report and finalisation of the report</p>	<p>2 days</p>
<p>Total time required</p>	<p>16 days</p>

D. Sources of Information / Documentation (provided by Globethics.net)

- Project proposal and project Cooperation Agreement
- Materials available on the Globethics website, including reports, resources and history of the four previous phases of the African Church Asset Programme (ACAP) at <https://globethics.net/acap>, <https://liferay.globethics.net/acap-i>, <https://liferay.globethics.net/acap-ii>, <https://liferay.globethics.net/acap-iii>

- News items
 - [Championing ethical investment in Africa - Globethics](#)
 - [Ethical Investment and Church Assets Management - Globethics](#)
 - [Ethical Investment Guidelines Workshop for Churches and Church Related Organisations in Ethiopia: A Great Success - Globethics](#)
 - [Official Opening Ceremony of the African Church Assets Programme \(ACAP IV\) National Workshop in Adama, Ethiopia](#)
 - [Key Leaders gather to discuss ethical issues affecting church investments in Kenya](#)
- Key learning review
- Programmes, participants lists and presentations made at the orientation sessions, national workshops and workshop at the AACC Assembly in Abuja, Nigeria in 2023 and at the launch events of the Reference Manual in 2024
- Gap analysis conducted by CORAT Africa
- Ethical Leadership and Investment for a Sustainable Future: A Reference Manual
- AACC Strategy 2025-2028 and
- Narrative report for the first of two project periods (the second and final project period report will include the final evaluation report).

E. Period under Review

February 2023 to December 2024 (up to the date of the conclusion of the final project evaluation and reporting).

F. Persons Involved

1. Evaluator / Evaluating Team
2. Globethics Eastern Africa Regional Centre and Head Office staff, partners and consultants for information (and logistical support if needed) and
3. Beneficiaries

G. Responsibilities of Persons Involved

1. Evaluator/s
 - a. Manages the evaluation to achieve the above results
 - b. Contacts the beneficiaries for interviews and information needed
 - c. Contacts the Globethics staff, partners and consultant/s for documents and interviews as needed
 - d. Arranges for travel, hotel and meeting with beneficiaries, if needed
2. Globethics Eastern Africa and Geneva (Head Office) regional centres, AACC, CORAT Africa and mandate holders (consultants)
 - a. Provide all the available documents and reports to the evaluator/s
 - b. Review the draft report of the evaluator/s
 - c. Assist with logistical needs

H. Timeline (2024)

1 October:	Launch of call for tender
21 October:	Deadline for applications followed by interviews
30 October:	Selection of evaluator/s
31 Oct.-30 Nov.:	Evaluation period, including analysis and report preparation
1-10 December:	Exchange on and finalisation of the report with Globethics

I. Deliverables

1. An Inception Report detailing the methodology, draft data collection tools, logistical arrangements and timelines as submitted in the proposal
2. Evidence that all required ethics approvals and consents are secured prior to commencement of fieldwork
3. A concise Field Report summarising data collection activities
4. A concise Draft Report for review and feedback by Globethics
5. A concise Final Report in MS-Word and PDF formats. The report should include the following sections
 - An Executive Summary
 - Context of the Evaluation/Background
 - Purpose of the Evaluation
 - Evaluation Objectives/Questions
 - Scope and Delimitations
 - A Detailed Methodology Section
 - An analysis of findings (with illustrative charts, matrices, graphs etc for easy interaction with the data)
 - Conclusions
 - Recommendations
 - Lessons learned

All raw data, collection tools and relevant supporting materials will be attached as annexes to the Final Report.

J. Resources

The evaluation is funded by the Project. The maximum budget is USD 10,000.--, which includes the consultancy fees, VAT, travel, lodging, logistics, and all other related expenses. The consultant shall provide a budget and an invoice and finance report with receipts for all expenses upon conclusion of the mandate.

K. Application

Interested and eligible consultants, consulting agencies or teams are invited to apply **by one minute to midnight (23:59) Eastern Africa Time (EAT) on Monday 21 October 2024** to jobs@globethics.net with their:

- **letter of interest;**
- **presentation of their portfolio** of relevant consultancy work; and
- **evaluation proposal and budget.**