



Terms of Reference for Consultant: Rapid Evaluations Approach

Application Deadline 7th December 2018

Location: South Africa

1. INTRODUCTION

Twende Mbele is a multi-country peer learning programme on Monitoring and Evaluation (M&E) in Africa. It's founding country partners are Benin, South Africa and Uganda with Ghana, Kenya and Niger added on as collaborators. Since it began operations in 2017, Twende Mbele has worked closely with Benin, South Africa and Uganda to improve their National Evaluation Systems (NES) through creating demand for M&E, sharing learnings on M&E and creating tools collaboratively to improve M&E systems.

2. PROBLEM STATEMENT

A number of evaluation recommendations in government are not fully implemented due to a host of constraints, and thus the opportunity for learning and improvement are lost. These relate to time-constraints (delays in completing evaluations), financial challenges (evaluations are costly) and the lack of human capacity (general lack of experienced evaluators in the country). Additionally, challenges in programme/policy implementation and monitoring, country governments continuously faces emergencies requiring timeous and informed intervention strategies.

Research shows that rapid evaluations are a tested and reliable way of conducting credible evaluations within a short time frame and without sacrificing quality when implemented effectively¹. However, it must be noted that rapid evaluations are relatively a new approach that not only employ intensive and multi-method data collection approaches but also require intensive collaborative stakeholder participation. Implementation and the completion of rapid evaluations is, as inherent in its name, quick but also cost-effective.

As part of the Twende Mbele Partnership Programme, the Department of Planning, Monitoring and Evaluation (in South Africa) wishes to design and pilot a set of rapid evaluation tools for adaption in partner countries. The objective of incorporating a rapid evaluation approach into the existing government approaches is to provide more timeous feedback for decision-making to improve service delivery and programming. This is particularly oriented toward political principles.²

3. OBJECTIVE

The objective with these terms of reference is to contract a consultant to work for the Twende Mbele Programme, who would work closely with DPME to draft a comparative analysis of different

¹ Watt, A., Cameron, A., Sturm, L., Lathlean, T., Babidge, W., Blamey, S., ... & Maddern, G. (2008). Rapid reviews versus full systematic reviews: an inventory of current methods and practice in health technology assessment. *International journal of technology assessment in health care*, 24(2), 133-139.

² Waller, C (2018). Rapid Evaluation in the Public Sector.



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rapid evaluation tools, and to then adapt/design/develop tools, templates and guidelines for the rapid evaluations approach in the public sector.

4. EXPECTED DELIVERABLES

The following are expected outcomes from the project:

- A desk-top comparative analysis which explores existing rapid evaluation tools in sectors and compares them to enable judgement on which would be most amenable to the South African Public Service.
- Two rapid evaluation tools, including relevant templates and guidelines for the application of the rapid evaluation approach for piloting by DPME.

5. TIME FRAME AND DELIVERABLES

The consultant can bill for a total of 20 days of work over a period of 3 months. It is anticipated that the development of the tools will be validated by a workshop of key stakeholders in South Africa

A list of deliverable dates are in the below table:

Start assignment	14 Dec 2018
Draft outlines of each deliverable	21 Dec 2018
Submit Draft Comparative Analysis	17 January 2019
Submit 2 x tool (with tools and templates)	18 February 2019
Get input from the steering committee	February 2019
Final draft of deliverables (addressing comments received)	28 February 2019

6. SCOPE AND LENGTH OF THE PROJECT

The comparative analysis and tools, and guidelines must be written in simple language, it must provide a “how to guide” for evaluation units and programme managers in government and be adapted to the South African public sector.

7. MANAGEMENT ARRANGEMENTS

The Department of Planning, Monitoring and Evaluation is leading on this piece of work, however, the project will be co-managed with the Twende Mbele Programme Manager. The consultant will be guided by a project steering committee.

8. EXPERIENCE AND QUALIFICATIONS

- Professional degrees and post-graduate qualifications in governance, evaluation, planning and development studies or other relevant fields
- At least 7 years experience designing and using evaluation tools



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- Strong strategic and analytical skills
- Demonstrated capacity to establish and maintain excellent relationships with key partners, especially in distance-working relationships
- Understanding of the South African public sector
- Strong interpersonal communication and presentation skills.

Interested candidates should send their CV, a short proposal in response to these terms of reference (including budget), and a sample of writing from a similar piece of work to cara.waller@wits.ac.za