

Terms of Reference

External Evaluation of FOKUS Programme “Removing barriers, improving access to women’s sexual and reproductive health and rights (SRHR), in Latin America”

TERMS OF REFERENCE

General objective	To evaluate the FOKUS SRHR PROGRAMME, its implementation and results and identify learning to feed into adjustments and development of ongoing programmes.
Locations	Norway, Colombia and Guatemala
Audience and usage	FOKUS’ staff, implementing partners and donors
Time scope	January 1, 2015 to the time of completion. This includes Phase 1 (2015-2018) and part of Phase 2 (2019-june 2020).
Timeframe	The evaluation, including writing of the report is expected to be finalized by December 1, 2020
Expected outputs	A report that describes the evaluation findings, lessons learned and recommendations.

FOKUS - Forum for Women and Development - will conduct an evaluation of the partnership programme on Sexual and Reproductive Health and Rights from 2015-2020 in Colombia and Guatemala. The purpose is to evaluate the implementation and results of the 2015-2018 Programme and the two first years of the current Programme (2019-2022), to provide lessons learnt and advice to develop and strengthen FOKUS SRHR programming in Latin America.

1. Introduction

FOKUS – Forum for Women and Development – is an umbrella-organization of more than 50 women’s organizations based in Norway. FOKUS works to advance women’s empowerment, rights and access to resources. Established in 1995, FOKUS builds on a long tradition of North-South cooperation on social, economic and political development for women, and on international partnerships with local organizations working to realize women’s rights and improve their participation in society.

One of FOKUS’ core strategies (2017-2021) is to strengthen women’s sexual and reproductive health and rights (SRHR). FOKUS has collaborated with local partners in Colombia and Guatemala since 2015 to provide information, advice, contraception, safe abortions, healthcare and legal support to some of the most vulnerable groups of women and girls. The SRHR programme is funded by Norad and aims to remove barriers and improve access to women’s SRHR, as they are not yet guaranteed in Colombia and Guatemala. A new programme is now underway as part of the framework agreement 2019-2022 between FOKUS and Norad, building on the previous programme period.

FOKUS intends to carry out an evaluation of the implementation and achieved results of the SRHR programmes from 2015-2020 that can provide insight, lessons and advice to improve the ongoing SRHR programme (2019-2022).

2. Background and context

Latin American countries have some of the world's most restrictive abortion laws. In Guatemala, abortion is against the law except to save a woman's life. In Colombia, the Constitutional Court overturned an absolute ban on abortion in 2006 after years of struggle, allowing the procedure in three circumstances. The cases under which abortion is granted are if there is 1) threat to a woman's life or health, 2) fetal abnormality incompatible with life, and 3) if the pregnancy resulted from rape or incest. However, due to widespread use of conscientious objection among health professionals and insufficient knowledge about the current legislation, access to safe abortion services remains limited. According to the Colombian Ministry of Health, 828 women died from "basic cause of pregnancy ending in abortion" between 2005 and 2017. In 2019, 70 women lost their lives as a consequence of clandestine abortions.

Furthermore, child and adolescent pregnancies are prevalent in Colombia and Guatemala, despite that pregnancies in girls under age 14 are considered rape and therefore subject to legal investigation by the authorities. This criminalization must be understood in the context of a high prevalence of sexual violence against women and girls. It is a paradox that although Guatemalan authorities define pregnancies in girls under fourteen as rape, these girls are not entitled access to legal and safe abortions but are expected to continue the pregnancy.

3. Programme description

FOKUS' SRHR programme started in 2015 after a comprehensive assessment of women's and girls' rights to sexual and reproductive health and rights in Latin America (Colombia and Guatemala) and East Africa (Tanzania and Kenya). The programme in Latin America aims to improve adolescent girls and women's access to SRHR services; to strengthen women's and other key actors' awareness and knowledge on SRHR and current legislation; to raise/support women's SRHR in the legal system and to increase public awareness on the consequences of sexual violence and forced pregnancy for women and girls.

The programmes are funded through the Framework Agreements between FOKUS and Norad. The 2015-2018 Programme was granted an annual amount of approximately NOK 4 300 000, divided among four partner organizations. The 2019-2022 Programme is granted approximately NOK 5 900 000 annually, divided among five partner organizations (two in Guatemala and three in Colombia). The programmes are implemented in conflict-affected and/or socio-economically marginalized areas, where access to public health services is scarce. The programmes were managed directly from the FOKUS Head Office until 2019, at which point the FOKUS Colombia office were handed over the direct follow-up of the SRHR-programme in Colombia.

The three Colombian partners, *Fundación Oriéntame*, *Fondo Lunaria Mujer* and *La Mesa por la Vida y la Salud de las Mujeres*, possess complementary expertise. Oriéntame is made up of healthcare professionals and the organization has more than 40 years' experience with comprehensive sexuality education (CSE), counselling and providing safe abortions and contraception to women and girls in Colombia. Fondo Lunaria is a feminist organization providing expertise, institutional development and financial resources to grassroots groups of young women who work for social and cultural transformation of the patriarchal, discriminatory and unjust system in the country. La Mesa, a large network of organizations,

health professionals and other experts, has directed its advocacy efforts towards physicians and nurses, politicians, professionals in the justice sector, and to the general public to reduce stigma and provide research-based information on the present abortion legislation and to advocate for the right to free, safe and legal abortion for all women and girls in Colombia.

In Guatemala, the two programme partners are *Grupo Multidisciplinario para la Defensa de los Derechos Sexuales y Derechos Reproductivos* (GM) and *Mujeres Transformando el Mundo* (MTM). GM is an interdisciplinary network comprising health professionals, lawyers, journalists and social workers. They form alliances with national, local and indigenous women's organizations, professional guilds and state institutions throughout the country. In addition, they apply direct advocacy efforts towards government representatives, politicians, and legislators with knowledge-based information about the consequences of unwanted pregnancies and the lack of access to SRHR services for women and girls. MTM works to improve women's access to the justice system in Guatemala, with a focus on Mayan women. MTM's strategy is to litigate rape cases leading to unwanted pregnancies, using the cases to develop laws and policies to give survivors of sexual violence holistic reparation. Both GM and MTM train health and judicial personnel in Human Rights and SRHR.

FOKUS has promoted synergies and several exchanges between partners in Colombia and Guatemala from 2015-2020 on SRHR and has collaborated with another FOKUS programme related to conflict-affected women and girls: "1325 Women, Peace and Security: Building Sustainable Peace in Colombia".

4. Outcomes and outputs

SRHR Programme 2015-2018

Outcome: Access to sexual and reproductive health and rights for adolescent girls and women in Colombia and Guatemala has increased

Expected outputs:

- Simplified abortion services expanded in Colombia
- Increased public awareness and knowledge on SRHR and current abort legislation
- Colombian women's SRHR are raised/supported in the legal system
- Increased public awareness of sexual violence and the consequences of rape cases leading to unwanted pregnancies in Guatemala
- The existing legal ban on abortion in cases of rape in Guatemala is challenged
- 8 existing health clinics trained in delivering comprehensive and multidisciplinary care to victims of sexual violence and unwanted pregnancies in Guatemala

SRHR Programme 2019-2022

Outcome: Improved access to safe abortion and other sexual and reproductive health and rights (SRHR) for women and girls in Colombia and Guatemala

Expected outputs:

- Women and girls assisted to realize their SRHR
- Capacity of public and private stakeholders working on women's and girls' SRHR reinforced
- CSO advocacy efforts on improving access to women's and girls' SRHR strengthened
- Knowledge of women's and girls' SRHR expanded
- Awareness of women's and girls' SRHR raised
- Capacity of FOKUS' partners strengthened

5. Purpose of the evaluation

The evaluation aims to obtain a comprehensive assessment of the programme implementation, progress and impact, based on planned goals and results. The evaluation will gather information and learning and provide recommendations for adjustments and development of the ongoing SRHR programme.

The primary audience for the review is FOKUS, implementing partner organizations and donors.

FOKUS evaluates all its programmes according to established principles for good development cooperation, as set out by Norad and OECD/DAC:

Effectiveness: The extent to which the programme's objectives are (most likely) achieved; to what extent are the target groups reached?

Impact: The totality of the effects of a development intervention, positive and negative, intended and unintended.

Relevance: The extent to which a development intervention conforms to the needs and priorities of target groups and the policies of recipient countries and donors.

Sustainability: The continuation or longevity of benefits from a development intervention after the cessation of development cooperation.

Efficiency: The extent to which the costs of a development intervention can be justified by its results, taking alternatives into account.

6. Specific objectives

The specific objectives of the evaluation are:

1. To assess and analyze the programme's results and impact and to which degree it is reaching/reached set goals, and what the potential impact is/was.
2. To assess and analyze the programme's efficiency and relevance, and the contribution/added value of the programme and its partners.
3. To assess and analyze the programme's potential for being sustained and to what extent activities, results and impact will be expected to continue after FOKUS intervention has ended.
4. Give strategic recommendations to FOKUS and partner organizations that contribute to strengthen ongoing and future SRHR programmes in terms of impact, sustainability, inclusion of youth and ethnic minorities, and expanding cross-border synergies and advocacy at global level.
5. Document best practices and lessons learned.

Key questions to assess under each objective:

1. To assess and analyze the impact of the programme and to which degree it reached set goals.
 - What are the results, changes and impact that can be observed?
 - To what extent has the programme and its intervention contributed to these changes.
 - Are there unforeseen and unintended positive impacts on final beneficiaries? Assess the capacity development of the implementing organizations.

- If there have been negative impacts on the target population, has the programme taken appropriate measures to mitigate such?
2. To assess and analyze the programme's efficiency and relevance, and the contribution/added value of the programme and its partners.
 - How consistent is the programme and goals to the context and SRHR challenges of Colombia and Guatemala?
 - Were the implemented strategy/methods and selected partners the most appropriate?
 - How has programme implementation and management ensured efficient use of resources?
 - What is the contribution of the implementing organizations and FOKUS?
 3. To assess and analyze the programme's potential for being sustained.
 - To what extent will activities, results and effects be expected to continue after FOKUS intervention has ended?
 - Has the programme resulted in leveraging of knowledge and interventions to ensure sustainable impact for young people at scale?
 - How far is the project embedded in local structures?
 - How is the sustainability of the capacity building results at individual, organizational and institutional levels?
 - Is stakeholders' engagement likely to continue, be scaled up, replicated or institutionalized after FOKUS funding ceases?
 - To what extent is/are the target group(s) capable and prepared to continue expanding the positive effects of the development intervention without support in the long term?
 - To what extent are the (counterpart) organizations (financially, personnel-wise and in terms of organization) capable and prepared to maintain the positive effects of the development interventions without support in the long term?
 4. Give strategic recommendations to FOKUS and partner organizations that contribute to strengthen ongoing and future SRHR programmes in terms of impact, inclusion of youth and ethnic minorities, sustainability and expanding cross-border synergies and advocacy at global level.
 - What did beneficiaries and other stakeholders targeted by the programme perceive to be the effects of the intervention on themselves?
 - What is the effect of synergies, collaboration and mutual learning among partners and countries? In which way can these improve?
 - Assess possibilities for improving alliances and advocacy at regional and global level
 - Assess potential for expanding the SRHR programme in the next Framework Agreement between FOKUS and NORAD (2023-2026).
 5. Document best practices and lessons learned.
 - Can any best practices and life-changing stories be documented? Give examples and discuss external factors that may be partly attributed to observed change.

7. Approach and methodology

The evaluation should draw information from a combination of sources, including:

Secondary sources: programme related documents such as strategy, theory of change, results frameworks, funding applications and donor reports; and

Primary sources: through interviews, focus group discussions and observation, surveys, case studies, collection and analysis of qualitative and quantitative data involving partners, their constituencies, beneficiaries, relevant stakeholders and programme staff.

The evaluation should mainly be based on qualitative methodological approaches, primarily field visits to Colombia and Guatemala to conduct interviews and focus group discussions.

Specific methods should involve the following:

- 1) Desk research; thorough review of secondary sources (to be shared by FOKUS).
- 2) Focus groups with target population of the programme.
- 3) Interviews with key actors and stakeholders, including programme staff, donor representatives, FOKUS, etc.
- 4) Case studies and examples of good practice and stories of change.

The project proposal should specify what kind of assessment model will be used and how it will be implemented in the different stages of the evaluation. Methodological aspects will be refined from the approved technical proposal and initial meetings with the selected evaluation team. It is suggested that the methodology should have an internal view and build upon feminist and human rights approaches.

A list of stakeholders will be provided by FOKUS.

8. Documentation

All supporting documentation will be available to the evaluation team and include:

- Programme applications, result matrix and annual reports for all partners in the period 2015-2018 and 2019-2022
- Work plans and budgets for the programme period 2015-2018 and 2019-2022
- Narrative and financial reports 2015-2018 and 2019-2022
- Publications and audiovisual products financed by the programme

9. Evaluation team profile and qualifications

The evaluation team will work closely with FOKUS on the planning and implementation of the evaluation. Representatives from FOKUS and partner organizations will assist with logistics and practicalities related to field trips and interviews with stakeholders. The division of labor will be discussed and defined with the evaluation team upon signing of contract.

The team shall have a designated team leader. FOKUS is responsible for selection and briefing of the evaluation team. Criteria for selection of the evaluation team include:

- Documented experience producing high quality, credible evaluations (examples required)
- Documented experience of working with/evaluating development cooperation through NGO work
- At least one of the members must be fluent in both English and Spanish (spoken and written)
- Have experience on participative methods to work in multicultural contexts, preferably also with indigenous peoples in Latin America.
- Knowledge on women's human rights, indigenous and gender perspective.

- Extensive knowledge on women's SRHR.
- There must be a strong female representation in the team,
- Good knowledge of at least one of the countries.

The team leader should develop a Terms of Reference for the other team member(s) to clarify roles, division of work and deliverables. None of the members of the evaluation team may have a stake in the outcome of the evaluation. The interpreters must be independent, not selected by stakeholders.

9.1 Evaluation premises

The evaluator must be free of any conflict of interests regarding the writing and submission of the evaluation and must be prepared to confirm that they are evaluating independently of external influences. Additionally, the evaluation team will always adhere to the following principles during the evaluation process:

- Respect the anonymity and confidentiality of informants' opinions and assessments
- Ensure integrity and independence
- Apply gender, multicultural and conflict sensitivity diligently
- Ensure and take responsibility for the validation of received information
- Mention any disagreement within the evaluation team and the programme staff regarding the evaluation conclusions and recommendations in the final report.
- Correct and timely submittal of reports

10. Timetable and deliverables

The evaluation and final report **are expected to be finalized by December 1, 2020**. Below is a preliminary estimate of the timetable for the evaluation process. The dates mentioned in the table may be changed in agreement with all parties involved.

Date	What
July 1	Announcement of evaluation assignment
August 12	Deadline for submission of proposals
September 1	Selection of Evaluation team
September	Initial preparation, meeting with FOKUS staff Norway, reading of documents, inception report
September	Interviews FOKUS staff, FOKUS consultant, partners
September-October	Interviews/focus groups with target groups Interviews with stakeholders (the scope of relevant stakeholders will be defined in the initial meetings with FOKUS)
October 15	Submission of draft report
October-November	Discussion with PARTNER/FOKUS on draft report, findings and recommendations
November 15	Feedback/comments from PARTNER/FOKUS.
December 1	Submission of final report in English and Spanish translation
TBA due to Covid-19 pandemic	Presentation of final report and findings

11. Expected products

- A specific methodological proposal for the evaluation, with designed methodological techniques and tools

- An inception report of maximum 30 pages
- A draft of the evaluation report with initial findings and recommendations in Word and PDF in English and Spanish
- A final evaluation report in Word and PDF in English and Spanish, including a short summary of the main recommendations and findings. The final report will be made available electronically and in hard copies. The main sections of the evaluation report shall include:
 - o Table of contents
 - o Executive summaries in English and Spanish including achieved results, lessons learned and main conclusions and recommendations.
 - o Introduction including the objectives of the evaluation
 - o Explanation of applied methodology, scope, limitations and contents of the evaluation
 - o Description, analysis and assessment of the programme based on the evaluation's specific objectives
 - o Programme analysis based on core evaluation criteria (effectiveness, relevance, efficiency, impact and sustainability) and FOKUS and partner organizations' added value
 - o Qualitative analysis of the programme's contributions
 - o Conclusions and recommendations about programme implementation and achievements and other assessed areas according to the elements of the evaluation. Recommendations should be practical and divided for various actors and stakeholders
 - o Appendices: methodological proposal, work plan, list of activities, interview guide and sessions for evaluation, and other relevant documents prepared for the evaluation

12. Management arrangements

FOKUS will be responsible for the selection and briefing of the evaluation team. The FOKUS office in Colombia and FOKUS' partner organizations in Colombia and Guatemala will play a supportive and advisory role, including assistance with logistics and coordination of field visits and interviews.

12.1 Evaluation team's responsibility

- Carrying out the evaluation
- Day-to-day management of the evaluation process
- Logistical arrangements for field visits
- Regular progress reporting to FOKUS
- Development of results and recommendations
- Production of deliverables in accordance with contractual requirements.

12.2 FOKUS' and local partners' responsibilities

FOKUS programme advisors will be responsible for supporting the evaluation team from Norway when necessary, and in coordination with FOKUS and partners' staff in Colombia and Guatemala. Specifically, they will be responsible for the following actions:

- Inputs to design the evaluation, key questions for research, providing information materials, providing feedback of the evaluation
- Arrange field activities with partner organizations, and other stakeholders and acting as the liaison with the evaluation team

- Logistical arrangements
- Comment and provide input to the report

13. Budget and payment

Up to NOK 350 000 (excl. VAT) (approx. USD 35 000) will be allocated for the complete evaluation. The estimate includes the evaluation team's total number of working days, accommodation and travel costs, per diem, Spanish translation of the final report, and any other relevant cost.

14. Submission of proposal

The application with a technical proposal should contain:

- Profile of the evaluation team
- Proposed approach, methodology, timing and outputs – detailed description of how the evaluation team would respond to the ToR. Include the number of persons-days in each specialization considered necessary to carry out all work required
- Detailed work plan
- Proposed team structure and team members (include CVs)
- Professional fee quotation indicating envisaged actions, the requested fee for the work in the job description
- Letter of interest (max one page)

Please submit the application by August 12, 2020

After careful review of the received proposals and interviews, a final decision will be communicated no later than September 1, 2020.

Proposals should be sent to: Carolina Maira Johansen cmj@fokusvinner.no and Marianne Holden mah@fokusvinner.no