Terms of Reference

Consultant required to evaluate Raleigh International’s Global Youth for Green Growth 2 (Y4GG2) Project

JANUARY 2022

1. Who are we?

Raleigh International is a youth-driven organisation supporting a global movement of young people to take action. We want a fair, inclusive, and green world where young people confront the planet’s most urgent crises. We exist to ignite youth-led action that creates solutions to the world’s most urgent problems. But while young people demand change now, they do not always know how to take action. We support young people by connecting them with the skills, networks, platforms and experiences to lead action on the change they demand. We are creating a generation of young leaders who are taking action now.

We have worked with young people around the world for over 35 years. We constantly evolve but have always focused on supporting young people to take action and create change for themselves, their communities, and the world. More than 55,000 young people from over 100 countries have worked with us, creating a global community dedicated to supporting youth-led action.

We have offices in Tanzania, Nicaragua, Costa Rica and Nepal, and a network of National Societies in 13 countries around the world which bring together Raleigh project alumni and other young people to take action on the issues that affect them.

2. The Youth for Green Growth 2 Project

The Youth for Green Growth 2 (Y4GG2) project began in July 2019. Y4GG2’s goal is to advance the green growth agenda and support positive environmental policy in seven countries by June 2022. It seeks to strengthen decision makers’ support for the rights of diverse groups of youth to contribute to actions which determine their own futures, those of their communities, and the planet.

To achieve this, Y4GG2 aims to increase the voice and capacity of over 2,000 youth to mobilise their peers, influence decision makers and change behaviours which support green growth policies. Through collective action in seven countries, empowered and upskilled youth members of Raleigh’s youth-led national societies have been equipped to identify green growth issues and take action.

Youth have established the foundations upon which they have been able to engage meaningfully as partners and leaders in the implementation of policies which promote the green growth agenda, empowering them to better understand and pursue their rights. Y4GG2 aims to create a global movement for youth-led social and environmental action.
The overall goal of the project is: **A global youth movement united through action which supports the implementation of policies that promote the Green Growth Agenda by June 2022**

The project has two key objectives.

- **Objective 1:** To increase the skills, knowledge and capacity among 2,000 youth and 7 youth-led national societies to mobilise their peers, influence decision makers and change behaviours which support the green growth agenda across seven countries by June 2022

Under this objective, the project worked with new and existing members of Raleigh National Societies across 7 countries. A baseline survey to measure skills and knowledge across 8 organisational competency areas was shared, initially in year 1 with participants across four countries (Costa Rica, Nicaragua, Nepal and Tanzania) and later in year 2 with participants in the UK, Mongolia and Malaysia, at which point it was repeated as a midline with the initial groups. The questions were categorised by eight core Raleigh competencies (motivation & commitment, adaptability, resilience, open to learning, building relationships, leadership, planning & problem solving and open-mindedness.

This survey will be re-administered as an endline, and the results from all cycles shared with the consultant to inform planning for qualitative data collection.

- **Objective 2:** To engage 2,000 youth and 7 youth-led national societies in successful and sustained action which supports the green growth agenda across seven countries by June 2022

Following the training the societies were supported to plan and develop their own campaigns focused on key issues in the green growth agenda in their country and implement these campaigns over next 1.5 years. The project was able to engage 146 youth across seven national societies in the design of their environmental campaigns. The campaign implementation was inevitably impacted by covid, and groups were forced to change and adapt planned activities and actions to meet local restrictions, requiring re-planning and budgeting. The campaign teams were responsible for all aspects of the planning and implementation, including developing a proposal, log frame and budget, recruiting and training other volunteers, developing materials for training, social media campaigns etc., running all activities, conducting MEAL activities to monitor progress and results etc.

The societies in the four core Raleigh countries were supported by Project Coordinators who worked with them to deliver the campaigns. In three other countries (Mongolia, Malaysia and UK) societies were supported remotely by the Project Manager.

Alongside the campaign implementation, the groups also had the chance to meet and work with young people from other countries through a series of events and workshops, sharing ideas and collaborating to improve and develop their campaigns further. The virtual learning environment, known as the Action Not Excuses platform, was launched in March 2021. It provides a supportive space where young campaigners and activists from across the world can connect and engage around issues they care about, taking action alongside each other and sharing their progress.

In addition to gaining access to information, updates and links centred around the seven Y4GG2 campaigns, members are also invited to participate in Action Challenges to Fight Food Waste, Fight for Zero Plastic and Plant Trees. Step by step guides are shared on each
theme that help young people complete achievable, tangible goals that help them contribute to building a better planet.

The Global Live Feed allows members from across the world to share their voices with their peers and helps ensure the Action Not Excuses platform is a truly collaborative space.

3. The assignment

Now the implementation of the project is coming to an end we are seeking an independent consultant to undertake an end-line evaluation. The consultant is required to design a robust methodology that will underpin the evaluation, develop the end-line data collection tools, train data collectors in the proposed methodology, conduct the data collection process, analyse the findings, and share the findings through both written reports and a verbal presentation to Raleigh International.

The project logframe will be provided to enable the consultant to understand the full planned outcome, short term outcomes and outputs for the project, and the results achieved.

The evaluation will not evaluate the results of the campaigns themselves. Instead, this evaluation focuses on the wider project success, which is around the engagement and action of the young people and societies involved. It should focus on their development and the actions they have taken, and the impact of these on them as groups and individuals. The campaigns are being evaluated separately, in a peer-led approach, to both further develop young people’s skills and give them new experiences, and to inform the future development of the campaigns. These peer evaluations will be provided to the project evaluator as part of the desk review documentation.

We seek to answer the following questions through the end-line evaluation:

- To what extent has the project achieved its objective of increasing the skills, knowledge and capacity of youth to mobilise their peers, influence decision makers and change behaviours which support the green growth agenda?
- How far have the young people involved been able to harness their skills, knowledge and capacity to lead successful and sustained action through campaigns supporting the green growth agenda?
- To what extent has the project achieved its objective of supporting and building capacity of youth-led national societies? How have the societies been impacted by the project, and are they stronger as a result? Does the project provide any learning about how Raleigh can further build and support a network of national societies?
- Y4GG aimed to build global collaboration amongst young people to influence the green growth agenda. How far have the tools used for this (global meetings, Action Not Excuses Platform) been successful in supporting this movement and what are the key challenges to growing and sustaining this beyond the project?
- What role did the different Y4GG2 interventions play in helping the project work towards its overarching goal of creating a global youth movement united through action which supports the Green Growth Agenda?
- How far is the action around advocating for green growth that the young people are taking likely to be sustained and continue beyond the end of the project? How is this different in different locations / societies and what are the factors behind this difference? (although this could be through the country campaigns we are particularly interested in exploring what other actions the young people have take and may/may not sustain beyond the project outside these formal campaigns)
- Are there significant differences in the effectiveness of the project in different countries / societies and what can this difference be attributed to?
Data collected at baseline, midline and endline stage focused on young people’s self-reported development across Raleigh’s 8 core competency areas (motivation and commitment, open to learning, open-mindedness, resilience, adaptability, leadership, building relationships, planning and problem solving) will be provided to the evaluator, alongside the peer-led evaluations of the campaigns. The evaluator will then be expected to develop other tools and approaches (likely to include focus group discussions and interviews) to further assess the success of the different aspects of the project. It is expected that the evaluator will engage a range of stakeholders including:

- Youth directly working on Y4GG2
- Other members of the national societies not directly engaged with Y4GG2
- Young people who participated in the activities organised through the campaigns
- Key stakeholders and decision makers who have worked with or been targets of the work by young people
- Raleigh staff working on the project

6. Deliverables and deadlines

The consultant will assume overall responsibility for delivering the evaluation. We expect them to produce the following deliverables:

- A full report, outlining the approaches taken and the findings from the data collected, responding to the questions laid out above
- A clear set of recommendations for future, similar projects
- One case study per country illustrating the impact of the project on the young people involved

This piece of work is envisaged to be conducted virtually, due to the challenges of travel and of the project being implemented across multiple locations, however, if the consultant wishes to propose to include some travel/face to face data collection, that will also be welcomed if practical within the budget. The consultant must recruit and select a team of data collectors who are suitably qualified to perform the role required of this evaluation as needed. Due to Raleigh’s drive to be youth led, we encourage consultants to use young people as data collectors wherever possible.

The whole assignment must be completed by the end of August 2022, based on the stages and assumptions laid out below. The exact schedules, number of days etc. will be further developed in consultation between the evaluator and Raleigh staff.

All reports must be submitted in English.

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<tr>
<th>Tasks</th>
<th>Deliverables</th>
<th>Timeline</th>
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<tbody>
<tr>
<td>Attend half day virtual training / briefing delivered Raleigh International staff</td>
<td>Training will cover an introduction to Raleigh, induction on the project, safeguarding and whistleblowing and other relevant information</td>
<td>w/c 25th April 2022</td>
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<tr>
<td>Finalise and document the evaluation methodology (including an outline of quantitative and qualitative)</td>
<td>Inception Report outlining data collection methodology and budget</td>
<td>Friday 13th May 2022</td>
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Design the additional data collection tools to be used by the researchers (and review and revise the Raleigh tools if needed) | Set of data collection tools | Friday 13\textsuperscript{th} May 2022
Feedback on Inception report | Raleigh teams provide written feedback on the first draft report submitted A call with the consultant may be arranged to discuss the feedback if required | Friday 20\textsuperscript{th} May 2022
Final Inception report in place | Data collection completed, data analysed, and report written | Friday 27\textsuperscript{th} May 2022
Conduct data collection activities and complete data analysis and report generation | First draft of the full report presenting findings shared with Raleigh International | Expected to take place during June and July 2022
First draft of report submitted | First draft of the full report presenting findings shared with Raleigh International | Friday 29\textsuperscript{th} July 2022
Feedback on first draft | Raleigh teams provide written feedback on the first draft report submitted A call with the consultant may be arranged to discuss the feedback if required | Friday 12\textsuperscript{th} August 2022
Final version of report submitted responding to feedback | Final draft of the full report presenting findings, as well as case studies The data collection tools should be annexed in the report. All raw data collected should also be shared | Friday 26\textsuperscript{th} August 2022

7. **Consultant specification**

**General criteria**

- Demonstrable expertise in proposing qualitative and quantitative methodologies, designing data collection methods and undertaking statistical analysis of results
- Experience in evaluating projects through virtual approaches
- Experience in multi-country evaluations
- Thematic expertise in youth development or campaigning
- Demonstrable understanding of behaviour change theory and approaches
- Demonstrable ability to efficiently and effectively manage and support people to undertake data collection
- Evidence of successful collaboration with NGOs

**Technical criteria**

- Experience in evaluating international development projects
- Experience in quantitative methods and statistical analysis
- Experience in qualitative methods, analysis and participatory research
- Evidence of understanding and use of ethical considerations and methods for conducting research
- Evidence of delivering training and presenting to audiences in an engaging manner
- Evidence of producing clear, concise, high-quality reports in English

**Required language skills**

- Fluent in English (mandatory)
- Knowledge of Spanish, Swahili or Nepalese may also be useful but is not essential

**8. Application process**

We invite interested consultants to submit the following application documents:

1. An Expression of Interest briefly detailing your interpretation of the ToR, proposed methodology, work schedule, an analysis plan (including number of days) and proposed budget in GBP including all possible costs
2. A capability statement demonstrating how you meet the consultant specification, including examples of previous work
3. A copy of your Curriculum Vitae (CV) and the CV of any other team members you propose to participate in the evaluation

The budget available for the evaluation is between £15,000 - £18,000 GBP, depending on approaches proposed and methodology used. This budget will need to cover every element of the evaluation including all costs related to the data collectors, training, meetings and events. Applicants should provide a detailed breakdown of their budget in their application. Dependant on where the evaluation applicant is based, the budget may also need to include relevant tax liabilities and considerations (for example in Tanzania, 5% of the consultant’s fee (expenses excluded) will be withheld and paid to the Tanzanian Revenue Authority).

Raleigh will look favourably on applications that demonstrate good value for money.

**The deadline for applying is midnight GMT on Sunday 20th March 2022.**

Please email your applications to Hazel Hopkinson (h.hopkinson@raleighinternational.org). Hazel can also be contacted should you have any questions.

Interviews will be arranged if considered necessary.