



TOR End Evaluation Boost Project Kenya

Introduction

This Terms of Reference outlines the services requested for the End Evaluation of the Boost Project in Kenya, foreseen to take place between December 2022 and April 2023.

A consortium of MDF Training and Consultancy, Close the Gap Kenya, Crosswise Works, in partnership with NITA and GoodUp, are implementing a four-year social impact project in Mombasa. The project aims to advance Kenya's circular economy and contribute to better work and higher income for youth¹ and women by increasing labour productivity and decreasing Kenya's unemployment rate, to bridge the digital gap through environmental sustainability with specific focus on e-waste management. The project started in 2019 and aims to complete all its project activities by 31 December 2022. This end evaluation is the final closing activity of the project, which officially ends by June 30TH 2023. It has a budget of €2.998.744 EUR, of which 50% is a private investment by Close the Gap to unlock 50% matching grant funding from RVO's Sustainable Development Goals Partnership (SDGP) Facility.

Boost *Tech to Build* is a continuation of a previous collaboration between some of the project partners² in so-called LEAP2 Innovation Challenges. Boost aims to contribute to the Kenyan economy by developing a circular economy system to tackle Kenya's e-waste challenge. This project will also bridge the digital divide by providing sustainable innovative tech solutions. These include the use and re-use of electronic waste with minimal impact on the environment, creation of job opportunities for the large youth population in Kenya, and improvement of working conditions in the manufacturing space.

¹ Kenya definition of Youth includes 18-35 year olds.

² <https://www.close-the-gap.org/what-we-do/leap2-program>

About the Boost Project

Originally, the project was called LEAP2, but during inception phase it has been rebranded to Boost. The three interdependent pillars previously named Manufacture, Innovate and Educate have been rebranded respectively to: Boost your Technology; Boost your Business and Boost your Learning.

- **Boost Your Tech:** consists of 'the factory' (Circular Economy Hub – CEH) where electronics are used, re-used and e-waste managed with minimal impact on environment and with the creation of job opportunities in better working conditions. It also entails the Close the Gap Hub where the majority of project activities take place; co-working, training programmes, etc.
 - Circular Economy Hub established
 - 60,000 ICT assets refurbished and distributed to schools, hospitals and (government) institutions
- **Boost Your Business:** The 'innovation space' organizes inspiration days, co-creation and incubation programmes to support manufacturing and e-waste innovations, start-ups and existing local businesses that contribute to alleviate Kenya's societal challenges.
 - 12 co-creations organized in three years targeting in total 240 participants
 - 7 incubation challenges organized in three years targeting in total 300 participants
- **Boost your Learning:** consists of a learning centre for training of various professionals in the E-waste and manufacturing sector and educating organisations and individuals on e-waste management, sustainable working conditions, and circular economy principles.
 - 1 accredited vocational training programme developed
 - 2285 workers trained in the manufacturing sector in Kenya
 - 735 participants (50% women)
 - 100 employers (30% women) in the Mombasa region
 - 1400 staff members (30% women) of the CEH value chain partners
 - 50 trainers (50% women) that have followed the Training of Trainers program
 - 10,000 people directly reached with awareness raising campaigns
 - 6 tours organized to the CEH in three years targeting in total 30 high level government officials.

The project is guided by a document (theory of change with impact pathways) that was developed during the design of the project in 2018-2019. This document contained the envisioned results at immediate outcome, intermediate outcome, and ultimate outcome level, the KPIs and was updated during the implementation.



Purpose of the End Evaluation

The aim of the evaluation is to:

1. to assess relevance, coherence, effectiveness, impact, and sustainability of the project, as well as cross cutting themes; Gender and Partnerships;
2. to give input whether and how to continue with (parts of) the project results and business cases, and,
3. as accountability to the funder RVO/Ministry of Foreign Affairs.

The audience of the report therefore include:

- the consortium partners, implementing teams and project management
- the steering committee members
- RVO / Ministry of Foreign Affairs

Specific Evaluation questions

Relevance

1. How well did the project target, reach out to and attract the right people³ (Vulnerable youth, women, employers, government) with services/products that were suited to their needs and priorities?

Coherence

2. To what extent has the project been able to achieve coherence with the country's policies (strategies, plans, priorities) and the context it was implemented in (related to other interventions in the region)?

Effectiveness & impact

3. To what extent have the immediate, intermediate and ultimate outcomes been achieved? (see sub questions per pillar below)

Sustainability

4. To what extent are the results that the project achieved likely to be sustainable⁴? (Either by continuation by target groups themselves i.e. the trainees, entrepreneurs, government actors; or by the business cases of the boost partners)

Gender

5. To what extent has the project manage to be gender aware⁵?

³ The right target group included vulnerable and at risk youth and women, our baseline and tracer study contain data on age and gender, as well as socio-economic status and education background of the beneficiaries in our programme activities. The evaluator will be asked to assess the targeting approach and selection criteria used.

⁴ Assessing signs/potential for continuation, scaling, replication, and the enabling environment to facilitate this

⁵ RVO explanation: (source RVO gender guide) "A Gender Aware project, accounts for differences in the needs of men and women, ensuring that both benefit and that neither of them is harmed. Women need the skills and resources to be able to compete on the market, and equal and fair access to resources. In Boost project, our learning question included: How well has the project enabled extensive female and

Partnership

6. What has been the added value of the cooperation between the various partners?

Effectiveness - Sub questions per pillar:

BYT:

- Hub: To what extent if the CTG hub become a thriving ecosystem for tech-entrepreneurs and vulnerable youth and women; and are users and visitors of the hub satisfied with the space, infrastructure (working space, event space, makerspace) offered?
- Assets: To what extent is the CEH manufacturing plan leading the way in sustainably recycling, refurbishing and repairing ICT-assets? and do those assets end up with impact partners?
- Workers: To what extent do workers at the CEH have improved incomes, are their rights upheld and working conditions up to standards? (tracer study data)
- Interns: how well do interns manage to find employment after the internship? (tracer study data)

BYB:

- Solutions: To what extent did youth that participated in BYB activities develop solutions to bridge the digital divide or transfer business ideas into meaningful products or services in manufacturing sector?
- Employment: To what extent did the start-ups/incubation participants manage to create more jobs? (analyse tracer study data)

BYL:

- Trainees: to what extent have trainees experienced changes in their working conditions/socio-economic status after the project interventions? (tracer study data)
- Employers: to what extent do employers report that they acted (drafted/implemented policies) related to working conditions and circular economy?
- Government officials: To what extent have government officials who connected to the Boost project improved their understanding on proper working conditions and circular economy? And to what extent are they showing willingness to introduce good practices in their policy development/ regulatory endeavours? (i.e. know the concept of CE, are convinced of the added value, have become strategic partners, participate in activities, discuss the topics in their regulatory processes)
- General public: to what extent do people in Mombasa (those reached through awareness raising campaigns, inspiration events etc) show an improved awareness of circular economy practices, understanding how to contribute to it, and, actually acted upon it? (i.e. asked for information, shared among peers, participate in events, bring waste to recycle point etc.)

marginalized youth participation in all program activities through affirmative action measures? (Source: Boost MEL plan)



Data collection methods and sources

For the longer-term results that are only measured at end of project stage, and especially the progress markers and qualitative data, we suggest using a methodology such as outcome harvesting or comparable. The evaluator is invited to propose suitable methodologies and data collection methods.

Main data collection methods we propose:

Desk review

The following sources will be made available to the evaluation team.

- Project documentation
 - Original proposal (incl. annexes, and business cases)
 - Impact Pathways
 - Inception phase progress report (incl. annexes)
 - Annual progress reports year 2 (2020) and 3 (2021) (incl. annexes)
- Existing monitoring data: Evaluators can make use of existing available monitoring data through systems that are put in place by the project management (MDF)
 - MEL plan & measurement plan
 - KPI - Results tracker
 - Registration database (rolling)
- Baseline data has been collected as well as a tracer study. The consultant is expected to make an analysis of the data. These surveys are filled by training participants (including entrepreneurs in the incubators), staff & workers, and interns. We investigate where the people and businesses that we reached through our interventions have gone, what their experiences are and to what extent Boost has contributed to improvements in their socio-economic status.
 - Baseline analysis 2020
 - Tracer study data

Interviews

- Interviews of group discussion with samples of various target groups
 - Visitors to the Hub
 - Workers at the Hub
 - Interns
 - Entrepreneurs
 - Trainees
 - Government officials
 - Employers
- Key Informant Interviews with partners:
 - Leadership
 - Project management
 - Implementers

Data analysis & reporting

The findings should be presented per research question. It must be clearly argued how conclusions are reached: based on which data (triangulation) and based on which reasoning. The recommendations must follow logically from the conclusions and be clear and realistic.

We propose the inclusion of a joint reflection workshop with the project team to validate and make sense of main conclusions and recommendations. This workshop is ideally face-to-face, and key people who are not locally present, can join online.

We expect a final presentation (online) to the steering committee and the partner project management.

The final report must contain at least the following chapters: Executive summary (1) Background; (2) Methodology; (3) Findings (4) Conclusions and Recommendations.

Planning & deliverables

Project time frame	Description	Deliverable
Sept 2022	Tender procedure, approaching possible institutions for expression of interest; answering requests for additional information, receiving proposals	
Oct 2022	Scoring of proposals; conclusion	
Nov 2022	Contracting	
December 2022	Inception phase, including a briefing session with M&E advisor and PM in Netherlands, and session with team in Mombasa on proposed methodologies and respondents to enable assistance and facilitation of resources	Inception report
January-February 2023	Data collection phase: Desk review, and KIIs	
March 2023	Analysis phase (and additional interviews if needed)	
	Joint sensemaking and validation workshop	Workshop plan
	Draft report	Draft report
April 2023	Feedback on draft report	
	Finalization and presentation with SC (Workshop)	Final report

Roles and responsibilities

The Project Management team of the Boost project will be the main point of contact for the evaluation process.

- Provide all relevant documentation
- Make project records and M&E data available, including those of partners
- Organize / assist with briefing upon commencement of the assignment

The project management and implementation teams in Kenya will assist evaluators with;

- Mobilize participants
- Share introductions/invitations for MTR activities with relevant stakeholders



Steering committee will join presentation of findings and discussion on recommendations.

All project partners will make relevant staff available.

Requirements

The consultant should have the following professional qualifications

- Experience with evaluations of partnerships and multiyear projects
- Experience and a track record in inclusion of the target groups (women, youth)
- Proven analytical and mixed method skills (quantitative and qualitative data)
- Good interviewing and writing skills
- Fluency in English is required with good verbal skills in Kiswahili
- Excellent interpersonal communication skills, demonstrated ability to work cooperatively with clients, and ability to liaise tactfully with all members of our multicultural team
- Be based and legally working in Kenya

Application

Interested applicants should provide a technical and financial proposal covering the following aspects:

- Proposed methodology, description of data collection methods and timeline/workplan for implementation of the end evaluation
- Detailed financial budget in Euros with the breakdown including number of working days, consultant fees, and where applicable travel costs, translation and facilitation costs and field visits to project areas and VAT/taxes. (The available budget is Max €21,600 incl.)
- CVs of the consultant(s).
- Short overview of how the candidate(s) meets the competencies and professional experience reflected above.
- 3 references of related research conducted in recent (5) years

Proposals can be submitted via email to Michelle de Rijck (PMEL advisor)

at evaluation@mdf.nl

Please make sure to include in the title of the email: "Evaluation Boost Project Kenya"

Deadline: 30 September 2022