



**TERMS OF REFERENCE (TORS) FOR THE EVALUATION OF THE ECONOMIC JUSTICE
PROGRAMME FUNDED PROJECT TO THE AFRICAN INSTITUTE FOR AGRARIAN STUDIES
(AIAS) - The 'Agrarian Studies Summer School' project**

The Open Society Initiative of Southern Africa (OSISA) is a regional foundation that is part of a global network of the Open Society Foundations. Established in 1997, and based in Johannesburg, OSISA seeks to build vibrant and tolerant democracies, whose governments are accountable to their people. To achieve this, OSISA seeks to support people to influence public policies that assure greater fairness in political, legal, economic, social and cultural systems, and safeguard fundamental rights with a particular focus on marginalized groups. The pursuit of open society ideals underpins the work undertaken across each of the ten countries in which OSISA works: Angola, Botswana, DRC, Lesotho, Malawi, Mozambique, Namibia, Swaziland, Zambia and Zimbabwe.

1. PURPOSE AND JUSTIFICATION OF THE EVALUATION

OSISA provided grant funding to AIAS in line with the Economic Justice Programme's mission which aims at contributing towards social justice in the countries of the region, for purposes of advocating for, monitoring, universal citizen access to socio- economic rights and human development needs.

In accordance to OSISA's practices, projects and programmes' initiatives shall be evaluated at specific agreed upon time. Using key organisational documents, the evaluation will seek to:

- I. Assess the extent to which OSISA funded projects to AIAS achieved their objectives and contributed to the achievement of AIAS overall organisational goals;
- II. Evaluate the extent to which projects to AISA have contributing to achieving the Economic Justice Programme's strategic objectives;
- III. Analyse the organisational structure, the operating and organisational governance environment and their implications on effective project implementation and organisational management. This will include an assessment on AIAS monitoring and evaluation strategy and the impact on continuous assessment of projects and operations ;

- IV. Assess the extent to which AIAS work have effectively and pertinently impacted on the situation in the region specifically in addressing human rights and land reform issues in Zimbabwe;
- V. Identify lessons learnt and provide recommendations on how the lessons can be deployed towards the continuous development of the organization.

And based on the findings, the evaluation exercise will provide cogent recommendations for future support to AIAS.

2. METHODOLOGY

The evaluation shall be a combination of desk research, telephonic interviews and in-person interviews visits.

OSISA will compile a file of the necessary background reading for the evaluator.

The evaluator will develop a methodology (including a questionnaire tool that will be used for the telephone and in person interviews), evaluation work plan, evaluation timeframe and present these to OSISA for comment before the implementation phase.

The evaluator will arrange meetings and telephone interviews and will conduct these. The lists of persons to be interviewed will be agreed with OSISA.

The evaluator will provide a draft report to OSISA. The draft report will also be provided to AIAS for their comments. OSISA/EJP will reserve the right to attach their comments to the final report or to request the evaluator to incorporate them in the final report. After receiving comments from OSISA the evaluator will compile the final report.

3. TIME FRAME AND REPORT STRUCTURE

An estimated timeframe of 14 days is envisaged as follows:

- 1 day - Briefing with OSISA to agree on methodology and sampling.
- 2 days –Review of documents related to the evaluation and operation of AIAS
- 3 days - Conduct the interviews
- 2 days - Report writing
- 1 day - Presentation of draft report to OSISA and discussion
- 2 days - finalizing report
- 3 extra days provided for but may not all be utilised.

4. DELIVERABLES

The main deliverables expected from the evaluator(s) will be the final report structured as follows:

- An executive summary (mandatory)
- Contents page
- Introduction which gives: Purpose of the evaluation; Scope of the project/intervention; Methodology of the evaluation; Structure of the report.
- Methodology and sample
- A description of the findings that looks at impact, effectiveness, efficiency, relevance and sustainability

And

- Be analytical in nature (both quantitative and qualitative)
- Be structured around issues and related findings/lessons learnt: focus on projects' outcome (intended and unintended) and the overall impact; contribute to general knowledge in the area of the intervention of the project being evaluated.
- Include conclusions
- Include recommendations

5. COMPOSITION AND QUALIFICATIONS OF THE EVALUATOR

It is expected that the evaluation will be undertaken by an expert with the following qualifications and experience:

- Minimum of a Bachelors' Degree in Social Sciences or Business Administration;
- Not less than 5 years' experience in the monitoring and evaluation of projects and programmes;
- Not less than 5 years' experience in project cycle management in the non-profit sector;
- Sound understanding of the regional socio-economic environment;
- Knowledge of and experience with the rights based approach to development; and
- Fluency in English.

6. APPLICATION PROCEDURE

Interested applicants are requested to submit their applications including a cover letter detailing their understanding of the scope of the assignment, a budget, curriculum vitae and a sample report of at least one previous evaluation undertaken by 18 November 2013 to the following email addresses:

MimiK@osisa.org and Moratuoat@osisa.org and TheoK@osisa.org