

**THE YESS GIRLS MOVEMENT PROGRAMME 2015 TO 2020
MONITORING, EVALUATION AND LEARNING (MEL)
TERMS OF REFERENCE**

BACKGROUND

Funded by the Norwegian Agency for Exchange Cooperation (NOREC) -formerly FK Norway, the Youth Exchange South to South (YESS Girls Movement) is an International Exchange Programme of the World Association of Girl Guides and Girl Scouts (WAGGGS) and its Member Organisations in Africa and Asia Pacific Regions. The program's purpose to give young women (18-25 years) an international platform to be change agents and make meaningful contribution to both their home and host countries

From 2015 to 2020, FK Norway has funded the program with over USD 2,745,109 only which include the following in addition to funding for 4 Feasibility studies: -

2015-USD 184,002
2016-USD 433,009
2017-USD 489,981
2018-USD 509,280
2019-USD 520,050
2020-USD 608,787

With the above funds, 211 young women (18-25) from the following 15 countries/ Member Organisations have participated in the program: -

- Bangladesh
- Burundi
- Ghana
- Kenya
- Madagascar
- Malawi
- Nepal
- Nigeria
- Rwanda
- Senegal
- South Africa
- Tanzania
- Uganda
- Zambia
- Zimbabwe.

PURPOSE

After 6 years of implementation (2015 to 2020), the purpose of the Evaluation is to explore and assess how the YESS Girls Movement has contributed towards: -

- the strategic priorities of WAGGGS and its member organisations, thereby determining its relevance generally to the guiding movement; and very specifically to the participating partners. Deeper analysis will be made on how effectively and efficiently, the programme is implemented to ensure sustainable impact.
- the institutional body of knowledge particularly in young women involvement in leadership and decision making. This will be done through longitudinal assessment of the leadership journeys of YESS Participants over time, from before, during and up to 5 years after their exchange experience.

Ultimately the findings from the evaluation will give a direction on the future structure and design of the programme from 2021 to 2025

REPORT QUESTIONS/OBJECTIVES

Key MEL questions and objectives are as follows: -

(1) To assess the following: -

- Relevance –the extent to which the program objectives are consistent with primary and secondary beneficiaries’ requirements, country needs, global priorities and partner and donor policies
- Effectiveness –the extent to which the expected program results have been achieved.
- Impact –the changes and effects, positive or negative, planned and unforeseen, of the program on primary and secondary beneficiaries.
- Sustainability –the extent to which the positive impacts of the program have continued over time.
- Efficiency –how efficiently the resources/inputs (funds, expertise, time, etc.) of the program have been converted to results.

(2) To determine organizational development and key learnings, especially in relation to youth participation and leadership.

(3) To contribute towards improvement of the body of evidence of the programme impact over the years; as a basis to support the design, structure and programming for the YESS Girls Movement for the next 5 years (2021 to 2025).

METHODOLOGY AND SCOPE

Period: 1st July to 31st August, 2020

Coverage: The evaluation will cover the following: -

- All the 211 YESS Participants who have participated in the program from 2015 to 2020

- The countries, communities and schools in which the participants of the program were hosted
- Program partners (2015 to 2020) including:- WAGGGS ,Uganda Girl Guides Association, Kenya Girl Guides Association, Skotisma Zazavavy Eto Madagasikara, Tanzania Girl Guides Association, Rwanda Girl Guides Association, Burundi Girl Guides Association, Tanzania Girl Guides Association, Girl Guides Association of Zimbabwe, Malawi Girl Guides Association, Girl Guides South Africa, Senegal Girl Guides Association, Nigeria Girl Guides Association, Nepal Scouts, Bangladesh Girl Guides Association
- Funding Partners: NOREC

Evaluation design: Approach methods and sampling criteria

- **Participatory appraisal**

As much as possible the evaluation will aim at involving the stake holders (both primary and secondary) in order to incorporate their opinions, knowledge and feedback. This will also be a strategic way to ensure that they play an active role and be influential in decisions which affect the program going forward. This level of stakeholder participation and involvement will shape the future of the program

- **Case studies and Stories of change**

The evaluation will document stories of change of selected YESS Alumnae with a view of assessing how the program has contributed to change within their lives, particularly as young women leaders.

Case studies and stories of change over the years of selected partners will also be filed to assess the institutional evolution arising from or being contributed to by the program.

- **Data collection methods**

Review of documentation and online sources associated with the program, including but not limited to: project descriptions, reports, budgets, audits, Facebook pages, among others.

Semi-structured interviews, with people involved in the design, implementation and monitoring of the Program at all levels (WAGGGS Relevant staff; Participating Partners' leadership (including board members and Management); YESS Country Teams, YESS Alumnae; Hosting Community representatives, Friends of Guiding, etc.

Focus group discussions with beneficiaries or volunteers of youth programs at the hosting/sending partner organisations

Online surveys and questionnaires: with all YESS Alumnae from 2015 to 2020; the YESS Country Coordinators and Chief Commissioners of all the 1participating partners

○ **Sampling**

The sample for this research will be constructed from:

- YESS Alumnae (at least 50 % of all the alumnae ensuring all the years from 2015 to 2020 are represented in the sample).
- At least 70% of all the Partners in the program (represented by any or all of the following: YESS Country Teams headed by Coordinators; Chief Commissioners; National Coordinators)
- Selected secondary stakeholders in both the host and home countries
- Relevant representatives from NOREC
- Relevant WAGGGS staff

WORK PLAN AND TIMELINE

Timeline: The Evaluation is expected to take a total of 30 working days spread across 2 months from 1st July to 31st August, 2020. This will include the inception report, data collection, analysis, draft reporting & presentation and final reporting.

Evaluation Activity	No. of days	Proposed deadline
Inception reporting	5	By 7 th July, 2020
Data and information collection	10	By 24 th July, 2020
Data and information analysis & processing	8	By 6 th August, 2020
Draft reporting (Draft)-including presentation	5	By 21 st August, 2020
Final Reporting	2	By 31 st August,2020
Total	30	

Deliverables

An inception report, outlining the key scope of the work and intended work plan of the analysis, and evaluation questions. This shall be submitted after 5 days of commencing the consultancy. The evaluators will prepare an inception report which will outline the scope of work, intended work plan and analysis. The inception report will provide WAGGGS, the YESS Program Partners , NOREC and other key stakeholders the opportunity to verify that they share the same understanding about the evaluation objectives. The inception report should detail the evaluators' understanding of what is being evaluated and why, showing how each evaluation question will be answered by way of: proposed methods; proposed sources of data; and data collection procedures. The inception report should include a proposed schedule of tasks, activities and deliverables, designating a team member with the lead responsibility for each task or product. The inception report will be discussed and agreed upon with WAGGGS and NOREC.

A draft comprehensive report: The report should document key learnings -particularly in relation to the key evaluation questions & objectives; the young women participation and leadership; and institutional development of the participating partners; also providing recommendations for the program from 2021 to 2025.

The draft report will be produced in English and presented to WAGGGS, YESS Partner Representatives and NOREC in soft copy, at least one week before making a power point presentation (or any other form of presentation) –physically or virtually as will be agreed on.

The Final Report: This will be submitted 7 days after receiving comments from WAGGGS, YESS Partner Representatives and NOREC. The content and structure of the final analytical report with findings, recommendations and lessons learnt covering the scope of the evaluation should include an Executive summary; Introduction, Description of the Evaluation Methodology, Key findings and analysis of the findings in relation to the Evaluation objectives; recommendations for future structure and programming of the YESS Girls Movement; conclusions and Appendices (Charts, terms of reference, field visits, people interviewed, documents reviewed)