

Request for Proposal 2021-26 – Grant Evaluation in Kenya

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About GCERF

The Global Community Engagement and Resilience Fund (GCERF) is a global fund based in Geneva providing grants for national organisations to prevent violent extremism. It signed a Headquarters Agreement with the Swiss government in May 2015, providing it with privileges and immunities in Switzerland.

GCERF is the first global effort to support local, community-level initiatives aimed at strengthening resilience against violent extremist agendas. As a public-private partnership operating at the nexus of security and development, GCERF works in partnership and consultation with governments, civil society, and the private sector in beneficiary countries to support national strategies to address the local drivers of violent extremism.

GCERF provides support to community-level initiatives that: seek to address locally specific drivers of radicalisation; provide tangible, positive alternatives to what violent extremist groups may offer; counter violent extremist narratives and messaging; and build capacity of governments and civil society to counter violent extremism.

Description of Services

Background

GCERF focuses on local communities because they suffer the most from violent extremism (VE), and because they are optimally placed to understand and act upon the drivers of VE. GCERF's work is anchored in the Sustainable Development Goals, in particular Goal 16 "Peace, Justice and Strong Institutions." GCERF is also committed to the UN Global Counter-Terrorism Strategy (2006) and the UN Plan of Action to Prevent Violent Extremism (2016).

GCERF has been working in Kenya since 2018, supporting Civil Society Organisations (CSOs) to design and implement community level projects on the prevention of violent extremism (PVE). To evaluate the impact of its funded programmes, GCERF is seeking to conduct an external evaluation of a project that concluded in June 2021.

Objective

To commission a service provider who will evaluate a GCERF funded project in Kenya. The service provider will be responsible for elaborating the research design, collect the necessary data, analyse the data collected and produce a good quality report.

GCERF funded a PVE program implemented by consortium of one leading organization together with four smaller organizations since 2019. The consortium focused in two locations: Nairobi (Kamukunji and Kibera sub-counties) and Garissa (Hulugho and Garissa Township sub-counties), with a special focus on 6000 youth (15 years to 24 years old) on these locations. The project aimed to:

1.1 To enhance a sense of purpose, identity, and inclusion among 6,000 youth in and out of school through behavior change approaches.

- Enhance the sense of purpose, identity and inclusion among the 6000 youth in and out of school in both counties.
 - Through life skills training, intraschool dialogues and PVE messaging activities (mentoring, screenings, drama, newsletters, sports events, festivals).
- To reduce vulnerabilities to the radicalization of 6,000 youth in Nairobi and Garissa counties through improving their employment and economic opportunities
 - Through employability and entrepreneurship skill training, and linking youth with government funds
- To adopt non-violent approaches to conflict resolution through enhancing cultural understanding and acceptance of diversity among 20,000 community members in Nairobi and Garissa Counties
 - Through capacity building for parents and clerics, parents and children dialogues, ward security security advisory committees, training on gender, and PVE messaging through radio, TV and social media.

The service provider is expected to conduct three simultaneous exercises to evaluate this project: 1) conduct a Data Quality Auditing, 2) evaluate the project as a whole using OECD-DAC Evaluation¹ criteria, answering the suggested questions described below, 3) write a case-study about one specific result of the project.

¹ <https://www.oecd.org/dac/evaluation/daccriteriaforevaluatingdevelopmentassistance.htm>

1st exercise: Data Quality Auditing

The exercise is expected to provide answers to the following questions:

- Did the program have key M&E and data-management staff with defined responsibilities?
- Did the program have adequate indicators?
- Did the program possess standard data collection tools?
- Is the data of the program stored and available?
- Is there documentation how the program collected, aggregated and reported data? Were there any procedures for dealing with data discrepancies?
- Are the data reported to GCERF backed by raw data (especially activities/outputs)?
- Are the data reported to GCERF reliable?
- Does the endline survey performed by the consortium provide reliable information?

2nd exercise: OECD –DAC Evaluation Criteria

Relevance

- Did the intervention respond to the needs and priorities of localities where it was implemented?
- Was the intervention sensitive to the context?
- Was the design of the program appropriate, considering the context and objectives (Objectives and ToC)?
- Did the intervention respond to the changes in the landscape over time?

Coherence

- Was the intervention aligned with the wider policy response to PVE in the locations where it was implemented?
- Was the intervention aligned with other interventions in the region?

Effectiveness

- Did the intervention achieve its objectives, both in terms of outputs and outcomes?
- Were there differences in the type of objectives achieved in comparison to those not achieved?
- What were the factors that influenced the achievement (or not) of the objectives?
- Were there any differences in terms of results achieved regarding gender coverage?

Efficiency

- Was the intervention economically efficient?
- Was the intervention operationally efficient?
- How efficient was the management of the consortium, as well coordination with the Sub-recipients and other stakeholders?
- Was the intervention able to achieve the targets in a timely manner?

Impact

- Did the intervention achieved its overall goals?
- Was the intervention able to change youth knowledge, skills, attitude or behaviors?
- Were there any positive unintended consequences?
- Were there any negative unintended consequences?

Sustainability

- Are results achieved by the intervention sustainable?
- What are the possible risks in the near future for the outcomes achieved by the project?

3rd exercise: case study

Against the backdrop of COVID-19 pandemic and the feeling of youth of being harassed by law enforcement, one of the consortium members hosted a series of open-air dialogues in which youth, government officials and police dialogued in Kamukunji. Following the dialogue, the local police station created a youth liaison office supported by 2 police officers. The two officers, one male, and a female, both under 35, are known in those communities for their empathetic dispositions and being friendly to youth.

The Station Youth Liaison Officers appeared to have caused a turning point in the relationship between the police and youth in the community (with alleged fewer youth joining VE groups). It was reported that the success of the initiative prompted its expansion to Buruburu police station, and now is currently being rolled out nationally in 11 pilot counties, including the city of Nairobi.

The service provider is expected to document such case, tracing all the steps from formation to implementation, including conceptualization, initial challenges, early results. The service provider is expected to assess also its impact on the relationship between youth and law enforcement in Kamukunji. Finally, the service provider is expected to assess whether there are indeed replication efforts of this program in Buruburu and other parties of the country, probably by conducting KII.

1. Expected Deliverables

It is expected that following completion of the entire process, the following deliverables will be achieved:

1. An inception report, detailing a work plan, including timelines, methodology and data collection strategy, including a tentative list of participants to be contacted.
2. Data collection tools
3. Raw data collected
4. Draft and final reports in English, covering the three exercises mentioned above.
5. One-day virtual workshop for GCERF and grantee on the evaluation

Work to be performed and deliverables

Task/output	Suggested timeframe
a. Award of Contract	12 th October 2021
b. Inception Report (5-10 pages)	20 th October 2021
c. Data collection tools	27 st th October
d. First Draft of the Report (all exercises) (15-30 pages, excluding annexes)	18 th November 2021
e. Final draft of the Report (15-30 pages, excluding annexes)	27 th November
f. A virtual or in-person workshop on the evaluation findings	10-15th December 2021

The service provider should indicate in their proposal if this timeframe is suitable or otherwise suggest an alternative.

Characteristics of the provider

GCERF is seeking to commission a service provider with: demonstrated expertise in P/CVE as well as excellent evaluation skills.

Bidders should have the following competencies:

- Research and analysis experience on P/CVE;
- Experience and expertise on Evaluation;
- Experience and expertise on Data Quality Auditing;
- Thorough understanding of the sensitivities of P/CVE work;
- Ability to access and work in Kenya, especially the areas mentioned, is essential. Local presence in Kenya or neighbouring countries is desirable.
- Availability to start the work as soon as the contract is signed;
- Experience on PVE within the context of Kenya
- Fluency in English and French by the lead consultant/a core member of the team is a key requirement

The preferred bidder is a recognised, credible institution or company with extensive experience on Evaluation and P/CVE in Kenya.

Bidders without prior experience on P/CVE and Evaluation need not apply.

Its staffing levels, qualifications and expertise should be appropriate to be able to provide timely and high quality services to GCERF. The provider should demonstrate a high degree of commitment to good customer service and willingness to listen to the ideas and priorities of GCERF.

The fees charged should be reasonable, competitive and related to services rendered to the extent possible. The provider must comply with all applicable laws and regulations. It should adhere to a strict confidentiality policy in relation to client information. The provider should also abide to the following:

Submission of proposals

Proposals should follow the template provided below. Failure to follow the proposal structure or to comply with the instructions in this Request for Proposal will be at the bidder's risk and may affect the evaluation of the proposal.

Proposals should be sent latest by **5th October 2021** by mail or courier in a closed envelope to GCERF's offices clearly marked "Bid reference: 2021-26". The proposal may also be submitted by email in the form of "pdf files". The email should be addressed to bids@gcerf.org.

Period of validity of the proposal

The proposal must be valid for a period of 60 days following submission.

Cost of preparation and submission of the proposal

The bidder shall bear all costs associated with the preparation and submission of the proposal, including but not limited to the possible cost of discussing the proposal with GCERF, making a presentation, negotiating a contract and any related travel. GCERF will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the selection process.

Selection of bidders

Bidders are requested to provide the most appropriate and most cost-effective solution to meet the requirements.

The selection will be made based on a number of criteria that will be applied systematically to all bids received:

- Responsiveness to request;
- Proposed approach;
- Qualifications, experience and composition of the team;
- Credibility of the bidder organisation;
- Quality of the offer document; and
- Financial Offer.

Proposal template

Bidders must submit their proposal following the template below:

The proposal is made up of four different sections

1. Disclosure form
2. Profile of the bidder
3. Technical proposal
4. Financial proposal

Please keep the overall proposal within 10 pages. You may annex additional information as needed.

1. Disclosure form

To be completed by a duly authorised representative of the Bidder: On behalf of (name of public institution/private or public business entity/myself) (referred to in this document as "the Bidder"), I (name and title of the Bidder's representative) confirm that I am a duly authorized representative of the Bidder and hereby submit this proposal in response to GCERF's Request for Proposal 2021-05. I confirm that all statements and representations made in the proposal are true and correct.

Date submitted:

Submitted by: (Name of Bidder)

Name and Title of Authorised Representative:

Date:

Signature

2. Profile of the Bidder

Please provide a brief background of the Bidder, highlighting relevant research and country experiences including existing relationships in the country.

Please explain the legal status of the bidder; including its registration with the relevant competent authorities.

Please explain your organisational/individual strengths and values and your customer service approach.

Please provide information on prior experience with similar requirements and references that GCERF may contact.

3. Technical Proposal

- A. Business need: Please indicate your understanding of GCERF's business needs for which you are submitting this proposal.
- B. Objectives and deliverables :

Please list the deliverables as specified in this Request for Proposal and indicate whether and how the Bidder commits to deliver these.

Optional: Present deliverables not listed in this Request for Proposal but which in your expert assessment, are necessary to achieve the objectives of this request.

C. Approach:

Please provide your ideas on the following:

1. Research design that will be used to collect the data and answer the questions/issues proposed in the three exercises
2. Suitability of the proposed workplan and timeline: key tasks/phases, deliverables, indicative timeline and provisional dates of activities – may be presented using text and/or graphics;
3. Measures to ensure quality control over the delivery of services to GCERF.

D. Service Management Plan:

Please provide details for how your firm would ensure that it provides satisfactory services to GCERF. Please explain how you would coordinate the service offering, including proposed meetings and any proposed mechanism for feedback to and/or coordination with GCERF.

E. Team Composition:

Please provide the following information on the proposed team that would work with GCERF:

- Team organisation
- Individual team members; name, role in the team, area of expertise and relevant experience. Please include their CVs.

F. Risk Mitigation Plan:

Please list any identified risks, including potential security and ethical concerns, which may affect the successful delivery of services and any proposed mitigating measures.

G. Assumptions (optional):

Please list the assumptions on which your proposed approach and successful completion of deliverables are based that you think would be important for GCERF to understand.

H. References:

Please briefly provide recent examples of similar projects has recently undertaken. Please indicate if the name of the client may be disclosed and if GCERF may contact the client for references.

4. Financial Proposal

Please explain the basis of the proposed fees and any other charges to GCERF and their level. This should include costing for administrative tasks including travel, accommodation, and visa procurement. Please note that GCERF is exempt from VAT. Please include the basis for invoicing and terms and conditions for payment.