

Terms of Reference (ToR) and Call for Proposals
Evaluating the governance animation work in Mbogwe and Kigoma Ujiji in Tanzania.

BACKGROUND

Twaweza East Africa is a registered non-governmental organizations operating in Tanzania, Kenya and Uganda. Twaweza derives its name from a Swahili word which means “we can make it happen.” Our vision is that *we believe in an open society, built on the human impulse to make a difference; where information and ideas flow, citizens engage and authorities are accountable to the people.*

Twaweza, like many other actors around the world, has been learning, experimenting, and innovating various approaches aimed at promoting active citizenry and responsive authorities. Our past successes and failures give us important lessons to inform the design of our work as articulated in our new Strategic Plan (2019-2022). For instance, to effectively galvanize citizen agency, *we have realized that we need to spend much more time in the villages and working along with communities on issues that are most relevant to them, there and then.* As a result, Mission area one of our new strategy aims to demonstrate that citizens can come together to collectively address their problems, and make government work for them. When citizens seek information, monitor and follow up on policy decisions and their implementation, attend meetings, speak out in public, and act to make positive change, they are exercising agency. When citizens exercise their agency, better decisions are usually made resulting in more sustainable and equitable outcomes.

Through advocacy and communication, Twaweza demonstrates that citizen participation in local governance (including service delivery) leads to improved outcomes (in services, and governance); and in turn use this to influence sector ministries (will specify) to promote meaningful participation and incorporate the needs and aspirations of citizens in plans and implementation. Once the efficacy and success of participation is (re-)demonstrated, there will be increased appetite and uptake.

We have been collaborating with Tamasha in implementing the animation approach in Kigoma Ujiji and Mbogwe for the aims of promoting meaningful citizen participation in local governance processes. This work essentially involves training animators (one young man and one young woman per ward) who will then conduct the PAR in their home villages in the ward. Through this process, young men, young women, older men and older women are brought into 'focus groups' to discuss their issues and reflect critically on priority areas. These are then shared and an action plans developed to address the burning issues, and this is also shared with local leadership. The trained animators along with other generally selected representatives then follow up on these action plans on behalf of the village and then report back to the village meeting in the presence of village leadership and community about progress made.

Since 2018, Twaweza in partnership with Tamasha has been systematizing this approach through

1. Advance engagement with different levels of local leadership (DED and team, council and ward officers, village chairs, council and officers) from the outset.
2. Feedback meetings to district officials immediately after the research is conducted and following the follow up visits that help indicate how well the process has taken hold. Keeping them informed and involved will help us to create buy in and enthusiasm.
3. Ensuring that people's committees are formed consisting of old and younger men, old and younger women to directly follow up on the priorities and action plan that emerges from the PAR and who report directly to the village meeting (this previously happened in one of the districts TAMASHA have done the work in and they found it enhanced the possibility of sustainability because the

committees can be embedded naturally into local governance processes and then no longer the outside support of TAMASHA). The critical element of this is that a small group of people are chosen by villagers to follow up on the priorities that have also been set by those villagers. This embeds the process fully into the needs of the local community.

EVALUATION AIMS

As a learning organization that aims to contribute in addressing complex problems, we strive to ensure that our work is adequately informed and builds on past experiences: our own experience as well as experience of others. Therefore, the overall aim of this evaluation exercise is to analyse whether and how the application of the animation approach makes citizens become active agents in determining their well-being. The Evaluation of our on-going animation work in Mbogwe and Kigoma Ujiji is aimed at documenting successes and lessons learnt for internal use and external communication with other researchers and practitioners in the field of civic participation, accountability and transparency.

This evaluation exercise is guided by two broad research questions:

RQ1: *Whether and how local change agents (animators, people's representative committees and community leaders) improve the **ability, motivation and opportunities** of citizens to participate in governance and development decisions?*

- *Independent variables: Actions of local change agents (animators, citizen committees, local leaders)*
- *Dependent variables: Citizens ability, motivation and opportunities to participate*
- *Ability is measured/assessed in terms of actual practice, i.e. are citizens exercising their agency such as seeking information, monitoring and following up on policy decisions and their implementation, attending meetings, speaking out in public, and acting to make positive change (e.g. contributing their time, skills/labor, money etc in improving social services?)*

Motivation is measured in terms of self-reported attitudes and willingness towards citizen agency (accessing information, participating in meetings, contributing towards development projects, contacting local government authorities, and other acts of demonstrating satisfaction/dissatisfaction with local governance and service delivery)

Opportunity is measured in terms of availability, quantity and quality of various spaces and processes for citizen involvement in decision-making.

RQ2: Does citizen agency result in improved governance (decision-making processes) and better service delivery at the local level?

- *Independent variable: Active citizen agency (categorized into low, medium, high)*
- *Intermediate outcome variable: Local governance capacity/performance level*
- *Final outcome variable: Citizens self-reported perceptions of satisfaction/dissatisfaction with various social services (water, health, education, transportation)*

CONSULTANT PROFILE

- At least five year experience in conducting mixed methods participatory action research and evaluation exercises
- Strong social science research and analytical skills
- Excellent communication skills in English and Kiswahili languages: writing, reading, speaking and listening

- Minimum Master’s level education. PhD in relevant fields is an added advantage
- Knowledgeable and respect for professional and research ethics

EVALUATION CRITERIA

Successful proposals will be those that are well written, demonstrating clear understanding of the assignment, possession of technical skills summarized above, presenting detailed and clear articulation of evaluation approaches and methods, reasonable budget and expedient timeline (maximum 2 months).

APPLICATION PROCEDURES

This Call for Proposals and other relevant materials can be accessed on the Twaweza website www.twaweza.org. Please submit a technical and financial proposal not more than 15 pages titled “**Evaluation of Animation work in Mbogwe and Kigoma Ujiji in Tanzania**” together with relevant CVs to jobs@twaweza.org and cc hhamisi@twaweza.org not later than **5:00PM, Friday, March 6th, 2020.**