



CALL FOR CONSULTANCY PROPOSALS

ASSESSMENT OF CIVIL SERVANT'S PERSPECTIVES AND EXPERIENCES ON ACCESS TO INFORMATION IN KENYA

1.0 INTRODUCTION

[Twaweza East Africa](#) is a regional non-governmental organization registered in Tanzania with offices in Kenya and Uganda. We combine rigorous research with compelling public and policy engagement to demonstrate that citizens can collectively solve their systemic issues, amplify citizens' voices and ensure they are taken seriously in decision making and we work with other actors in promoting and protecting open civic space in Kenya, Tanzania and Uganda.

In Kenya, we have a good understanding about the various ways through which citizens exercise their agency (or not) as revealed in our past studies such as Sauti za Wananchi call rounds, Mystery Shoppers exercise and the Wasemavyo Wananchi studies in five counties. We developed compelling communications and used the evidence to engage with policy makers at the national and county level.

During launch events and other engagement activities, some civil servants stated that they find the evidence useful in executing their mandates. However, we do not have a good understanding on whether and how they are incorporating recommendations from our studies in enhancing citizen participation and availing public information to citizens. Moreover, we do not have a comprehensive understanding of factors enabling or constraining civil servants in facilitating citizens access to information and participating in local development decisions.

To cover these gaps, we propose a study on the perspectives and experiences of civil servants in availing information to the public and facilitating meaningful citizen participation in development processes. It will help us understand the supply side (that is, government responsiveness and accountability) because we already have a good understanding of the demand side (that is, citizen agency or lack of it)

1.1 OBJECTIVE OF THE ACTIVITY

1. Perspectives on Access to Information:

Do civil servants have positive, negative or mixed attitudes on availing public information to citizens? What causes these views? Do different civil servants hold differing views due to their differences in background experience, gender, age and any other factors?

Actual practice: Do civil servants avail public information to citizens? Do they differ and what explains why some avail information in a timely and usable manner while others are hesitant to avail information to the public?

2. Perspectives on citizen participation:

Do civil servants have positive, negative or mixed attitudes on promoting citizen participation in development processes? What causes these views? Are these views a result of differences in background experience, gender, age and any other factors?

Actual practice on citizen participation: Do civil servants use the various spaces and processes for citizen participation to promote meaningful citizen engagement in development processes? Do they differ and what explains why some promote more participation while others engage less with citizens?

1.2 RESEARCH APPROACH

We consider three important dimensions to this study: perspectives vs experiences, information versus participation and enabling versus constraining factors.

1. The study will cover both perspectives and actual experiences of civil servants: we contend that civil servants' negative and/or positive attitudes are as important as prevailing policy and legislative provisions in influencing their decision to avail public information to citizens or meaningfully engage citizens in local development processes. This view pays attention to individual civil servants' agency and will help in explaining why civil servants behave differently in practice despite operating under the same legislative framework.
2. The study covers both access to information and citizen participation: we contend that access to information is necessary but not sufficient to trigger meaningful citizen participation. We will assess whether the information is packaged in ways that citizens understand it and whether it is disseminated timely and in a manner that reaches all citizens. We will assess the various spaces and processes for citizen participation paying attention to the roles of civil servants in ensuring such spaces are accessible and useful to citizens.
3. The study covers both factors enabling and factors constraining: we contend that identification of good practices to be promoted and constraints that need to be removed will ensure a more comprehensive set of recommendations on how to improve citizens' access to information and meaningful participation in development processes. These factors will include factors at the individual civil servant level (knowledge and attitude), at the institutional level (e.g. time and resources availability) and at the national level (e.g. policies and legislation, edicts by higher level authorities, etc).

1.3 EXPECTED OUTPUTS AND/OR DELIVERABLES:

1. Conduct an extensive literature review of relevant materials such as the Constitution of Kenya, Freedom of Information Act and other regulations and policies related to access to information.
2. Co-draft the interview guide with Twaweza.

3. Conduct semi structured interviews with at least thirty (30) senior and mid level civil servants at national level (10) and select local government authorities (20). The selected local government civil servants will be from Makeni, Nandi, Elgeyo Marakwet and Vihiga.
4. Analyze the collected data using modern analytical tools and methods.
5. Synthesize the collected data into two (2) outputs; a research report and a 6-8 page summary of the key findings.
6. Share the insights and field experiences with Twaweza during a learning session.
7. Produce a final report after incorporating inputs from Twaweza.

1.4 TIMELINE:

The contract should be executed within the period from 02 June 2023 to 15 December 2023.

1.5 EXPERT PROFILES AND QUALIFICATIONS

At minimum the consultancy or consultant must possess the following:

1. Demonstrated social science research experience particularly in qualitative analysis.
2. Experience in conducting program and portfolio reviews.
3. Demonstrated knowledge and experience on relevant topics including governance, citizen participation, community development, accountability and transparency among others.
4. Good understanding of citizen agency and public policy advocacy environment.
5. Excellent analytical and report writing skills.
6. Clear, effective writer in English.
7. Personal skills: good communication, analytical and drafting skills;

1.6 REPORTING

All the required documents and reports in their draft and final versions shall be submitted to Twaweza. The overall supervisor of this assignment will be the Director, Learning and Strategy. The consultant will work on a day to day basis under the direct supervision of the Coordinator, Learning and Strategy.

1.7 APPLICATION FOR THIS CONSULTANCY

Applicants should provide:

1. A summarized technical proposed approach to the work of no more than 5 pages. Attach CV and letter of intent (within the stipulated timelines).
2. A well laid out financial proposal in Kenya Shillings (KES)
3. Application materials should be submitted to jobs@twaweza.org cc esiaga@twaweza.org with the subject: **Assessment of Civil Servants Perspectives and Experiences on ATI Kenya**. All proposals should be submitted not later than **May 19, 2023 5.00 PM**