Request for Applications:
ROLE UK Programme Baseline Exercise

1. Background and context
Advocates for International Development’s (A4ID) Rule of Law Expertise UK (ROLE UK) Programme is seeking a Monitoring, Evaluation and Learning consultant(s) with expertise in the development sector and particularly the Rule of Law space, to conduct an evaluation of the programme’s work to date, which will serve as baseline assessment for the programme’s new phase.

This assessment will guide the indicators and targets for the programme’s new phase, commenced in April 2019.

The consultant will be expected to deliver an evaluation of the programme’s impact and outcomes to date against proposed indicators for the 2019–2022 Phase, with recommendations for milestones and targets for the programme, for internal use by programme staff and dissemination to the UK Department for International Development (DFID).

1.1. About Advocates for International Development
A4ID is the charity that empowers lawyers to use their skills to fight world poverty. Through its pro bono brokerage, legal education, programmes and thought leadership work, A4ID is helping the legal sector to meet its global corporate social responsibility to bring about sustainable development.

1.2. About ROLE UK
A4ID’s ROLE UK programme, funded by DFID, contributes to building long-term partnerships between the UK legal sector and legal actors in developing countries to strengthen the rule of law and facilitate progress towards the Sustainable Development Goals (SDGs). We focus on the eradication of poverty; gender equality; reduced inequalities; peace, justice and strong institutions; and partnerships for development.

The ROLE UK programme supports partnerships between the international development and legal pro bono sectors to provide high-quality pro bono legal and judicial expertise.

1.3. Rationale for the mapping
The programme has recently successfully completed its fifth year of operation, and the fourth year of active programming, for what was initially a three-year pilot programme supporting the provision of UK pro bono legal and judicial expertise in DFID partner countries (later all ODA eligible countries). This programme is one of a number of DFID’s UK partnerships programmes.

In Year 4 and particularly Year 5 (the last full year) of the programme, the programme team has placed increasing emphasis on creating the evidence base for the programme’s model of working with the UK legal sector. This includes, first and foremost, assessing the impact of the programme’s support on rule of law in target countries, through case studies and the monitoring, evaluation and learning (MEL) activities conducted by ROLE UK programme stakeholders as part of assignment and partnership support. At the outcome level, the programme also seeks to improve the way that UK legal stakeholders plan for and deliver technical assistance, to ensure it is strategic, sustainable and demand-led.

The ROLE UK programme is now in a new phase of programming from 2019–2022. The programme team have developed an updated theory of change and log frame for this new period, reflecting lessons learned within the programme, outputs from consultation with programme stakeholders from a range of sectors, and the need to align more strongly with DFID’s Partnerships for Development programme.
To ensure that the programme is capturing its proposed results, and setting suitable indicators and milestones for the future, staff have identified the need for a “baseline assessment”. This would assess the programme’s activity to date against the new theory of change, focusing particularly on the assignment support model, but also looking at indicative outcomes of the learning and dissemination and partnership strands of work.

2. Objectives
The objectives of the exercise are:

- To evaluate the ROLE UK programme’s work to date (years 2–5) against the proposed new Theory of Change and Logical Framework (logframe), in particular:
  - To test the hypothesis that ROLE UK programme support for short-term assignments has led to improved Rule of Law, and that this type of support can affect changes in policy, law and practice
  - To test the assumption that programme assignments are more impactful when embedded in strategic, sustainable partnerships
  - To assess the outcomes of the ROLE UK programme’s learning and dissemination and partnership activities to date
  - To evaluate the impact of programme supported work in years 2–5 of the programme against the new programme log frame 2019–2022
  - To evaluate the extent to which support provided by the ROLE UK programme in years 2–5 has provided good value for money relative to the impact generated
  - To assess any areas where additional and unexpected value-added/benefits have resulted
- To provide recommendations to the ROLE UK programme, based on the evidence of the programme years 2–5, on setting clear, justifiable indicators and milestones and capturing its impact for the programme’s proposed 2019–2022 phase, which reflect the programme’s current trajectory

3. Methodology

3.1. Location
The exercise will be undertaken in the UK primarily as desk-based work with telephone/skype and potential in-person interviews with key stakeholders.

3.2. Management
The exercise and consultant will be managed by the ROLE UK Programme Manager, with inputs from the A4ID Learning and Development Manager and ROLE UK Technical Expert.

Sources of information made available to the consultant will include:

- All documentation on ROLE UK programme assignments from Years 2–5 including assignment applications, reporting and debriefing, and assignment briefs written by staff after completion
- All documentation on ROLE UK programme learning and development activities, including papers, event write-ups and feedback reports
- All documentation on ROLE UK programme partnership activities in Year 5
- Quarterly and annual reports and accompanying documentation from the programme from ROLE UK programme staff and DFID

3.3. Activities and deliverables
1. Meeting in London with the ROLE UK programme team to clarify objectives, finalise methodology, discuss structure of assessment and build understanding of the programme.
2. Desk based review of materials provided by programme from years 2–5, development of questions to guide review, identification of additional sources and gaps in current documentation, preparation of questions for work with ROLE UK staff.
3. Half day review with Programme Manager and other relevant UK staff in London to discuss initial findings of
desk research, workshop results and identify stakeholders for further follow-up.
4. Arranging, conducting and writing up phone and face-to-face interviews with stakeholders.
5. Drafting evaluation.
6. Submitting draft evaluation to the ROLE UK Programme Manager for comment.
7. Finalising evaluation and submitting to ROLE UK.

3.4. Timeframe
The assignment is expected to be up to 20 days, to be undertaken between July-August 2019. The programme
requests that the preliminary assessment is submitted no later than the 1st September 2019.

<table>
<thead>
<tr>
<th>Timeline</th>
<th>Activities</th>
<th>Deliverable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week c/ 15th July</td>
<td>Meeting with the ROLE UK programme team to clarify objectives, finalise methodology, receive documentation and build understanding of the programme.</td>
<td></td>
</tr>
<tr>
<td>Week c/ 22nd July</td>
<td>Consultant to submit finalised methodology proposal to the ROLE UK programme team for approval.</td>
<td>Finalised methodology</td>
</tr>
<tr>
<td>July-August</td>
<td>Desk based research and review of all programme documentation. Arranging, conducting and writing up phone interviews with key stakeholders. Drafting the report.</td>
<td></td>
</tr>
<tr>
<td>1 September 2019</td>
<td>Consultant to submit draft mapping to the ROLE UK programme for comments.</td>
<td>Draft report</td>
</tr>
<tr>
<td>8 September 2019</td>
<td>ROLE UK programme team to provide comments.</td>
<td></td>
</tr>
<tr>
<td>16 September 2019</td>
<td>Consultant to submit final mapping to the ROLE UK programme for approval.</td>
<td>Final report</td>
</tr>
</tbody>
</table>

3.5. Output
This exercise will result in an evaluation report of approximately 25 – 30 pages.

4. Required competencies
- Expertise in monitoring and evaluating international development programmes, particularly in the rule of law and/or governance space
- Experience working with DFID funded programmes, and with DFID MEL frameworks and requirements
- Familiarity with adaptive logframes and Useful Theories of Change
- Experience of collating, analysing and presenting evidence using mixed-methods approaches
- Experience of producing and disseminating programme assessment
- Excellent verbal and written communication skills
- (Desirable) An understanding of the UK legal sector and of the role of international legal pro bono work as a way of empowering individuals and communities
- A commitment to and understanding of DFID key priorities, promoting the rule of law and encouraging access to justice
5. **Application process:**
   - Deadline for submission of applications: **28 June 2019**
   - Applications are to be submitted to [naomi.barnard@a4id.org](mailto:naomi.barnard@a4id.org) (copied to roleuk@a4id.org) with the subject line “ROLE UK Programme Baseline Exercise” and to include:
     - CV (maximum 3 pages)
     - 1-2-page cover letter which includes how you meet each of the criteria outlined above (please address each criteria in turn, in the order provided above)
     - Your availability between July and September 2019
     - An example of relevant previous written work
     - Proposed costings
     - Name of two referees
   - Interviews are expected to take place over the phone with ROLE UK team between **4–5th July 2019**
   - Proposals will be evaluated on the basis of quality, experience and value for money. Proposed costings should take into account that the ROLE UK programme is a publicly-funded non-commercial venture