

**TERMS OF REFERENCE FOR**  
**conducting an impact assessment of the**  
**USAID/EDNANNIA**  
**Ukraine Civil Society Capacity Building Project**  
***(AID-121-A-14-00003)***

## 1. BACKGROUND

Civil Society Organization *Initiative Center to Support Social Action Ednannia* (hereinafter – ISAR-Ednannia) was founded in 1997 and has been working since then for building decent future through uniting experience and providing opportunities. Key target groups of ISAR-Ednannia are civil society organizations and individual experts, leaders, activists; international donor organizations and projects; international and Ukrainian businesses.

In 2014, USAID/Ukraine awarded ISAR-Ednannia with the Cooperative Agreement for the five-year Ukraine Civil Society Capacity Building Project (hereinafter – the Activity). The purpose of this activity was defined as to improve organizational capacities of Ukrainian CSOs to become stronger citizen advocates and government watchdogs.

To achieve this purpose, ISAR focused on three objectives:

- improving the organizational capacity development skills of CSOs through the NGO Marketplace (capacity-development mini-grants voucher system, web-portal and regular capacity development forums) – 55%;
- strengthening the NGO Capacity Building Marketplace as a tool that provides organizational development assistance to civil society – 20%;
- and increasing ISAR Ednannia’s technical and organizational capacity to serve as an Intermediary Support Organization (ISO) and the Marketplace Administrator – 25%.

## 2. OBJECTIVES

As ISAR-Ednannia is wrapping up the work under the abovementioned Activity, it seeks for an evaluation consultant (incl., a team of consultants) **to conduct an independent impact assessment of the Activity** which will be used by ISAR in both: communication with the donors and internal planning work of the ISAR’s team.

## 3. SCOPE OF THIS ASSIGNMENT

The following activities may be carried out under the assignment:

- Desk research on Ukrainian civil society organizations and initiatives both generally and specifically those working with ISAR-Ednannia;
- Review, categorization, and/or analysis of relevant Activity’s documents and data;
- Interviews with key Activity stakeholders, including USAID staff, community leaders, government officials, beneficiaries, etc.;
- Focus group discussions and interviews with local partners, beneficiaries, grantees, etc., including a discussion with a *control group* if proved to be necessary;
- Online surveys;
- Analysis of Activity’s mandatory factors: gender, disability, LGBT community concerns, sustainability;
- Other appropriate data collection and analysis methods;
- Drafting the Deliverables (see below);
- Participation in the presentation of the findings to the ISAR-Ednannia’s donors (upon a separate request).

#### **4. DELIVERABLES, TIMING AND LANGUAGE**

As a result of the impact assessment the following deliverables should be provided:

- 1) Presentation of key findings to be delivered by **25 June, 2019**
- 2) Impact Assessment Report
  - a. Draft Report to be delivered by **4 July, 2019**
  - b. Final Report to be delivered by **15 July, 2019.**

The deliverables are to be delivered in English.

#### **5. REQUIRED QUALIFICATIONS**

A consultant conducting this assignment should meet the following requirements<sup>1</sup>:

- Profound knowledge of Ukrainian civil society;
- At least 5-year experience in conducting impact assessments, performance evaluations etc. of the civil society programs, particularly in transition environments;
- strong technical skills of collection and analyzing data as well as choosing the best suitable methods of data collection/evaluation;
- Strong command of English and Ukrainian/Russian.

#### **6. LIAISON**

Volodymyr Sheihus, executive director of ISAR Ednannia, and Natalia Klymova are responsible for supervising this assignment.

#### **7. LOCATION**

The assignment shall be conducted in Ukraine.

#### **8. PROPOSALS**

To participate in the competition consultants or organizations shall submit the following documents:

1. Proposal (stating name(s) and background of consultant(s), proposed budget, contact details);
2. CVs of (a) consultant(s) to be engaged to the assignment;
3. Registration documents (for companies and individual entrepreneurs) or passport with the Tax ID for individuals.

Please submit the documents to the e-mail address [klymova@ednannia.ua](mailto:klymova@ednannia.ua). Please indicate the subject line as: Impact Assessment of the Ukraine Civil Society Capacity Building Project 2019.

The deadline for submitting proposals is June 5, 2019, 11.59 p.m. (EET). Applications submitted later shall not be considered. The decision of the competition will be announced on June 7, 2019.

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<sup>1</sup> if a bid includes a team of consultants, at least one should meet the requirements