



Strengthening Inclusive and Democratic Political Actors Kenya (SIDPAK)

END OF PROJECT EVALUATION TERMS OF REFERENCE 2025

Netherlands Institute for
**Multiparty
Democracy**

The
Oslo
Center

DIPD
DANISH INSTITUTE FOR
PARTIES AND DEMOCRACY



Centre for
Multiparty Democracy Kenya



Funded by
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1. Introduction

The Netherlands Institute for Multiparty Democracy (NIMD) in partnership with The Oslo Center and the Danish Institute for Parties and Democracy (DIPD), has been implementing the "Political Party Strengthening, Dialogue and Inclusion Programme" in Kenya also titled Strengthening Inclusive Democratic Political Actors in Kenya (SIDPAK). The programme is funded by the European Union and implemented in partnership with national partners, namely the Centre for Multiparty Democracy (CMD-Kenya) and Mzalendo Trust. This evaluation aims to assess the overall effectiveness, outcomes, and sustainability of the programme with a focus on democratic inclusion, party strengthening, and public sector engagement.

In the SIDPAK project, the Netherlands Institute for Multiparty Democracy (NIMD) led coordination efforts and delivered political actor dialogues and the Democracy Academy for newly elected leaders. The Oslo Center (TOC) conducted foundational research and provided technical assistance to the Office of the Registrar of Political Parties and political parties to promote inclusion and legal compliance. The Danish Institute for Parties and Democracy (DIPD) facilitated Democratic Boot Camps and co-led the People's Dialogue Festival to foster civic engagement and constructive politics. CMD-Kenya organized multiparty dialogues, supported internal party reforms, and promoted inclusion through local engagement, while Mzalendo Trust enhanced civic participation, legislative scrutiny, and supported CSO advocacy and performance monitoring of parliamentarians. Together, these partners advanced inclusive, participatory, and democratic political processes in Kenya.

2. Project Background

This Action sought to enhance the inclusivity and participatory nature of Kenya's political processes through strengthening political parties, public institutions, and civil society engagement. Key strategies involved supporting compliance with legal frameworks, fostering internal party reforms, enabling meaningful participation of underrepresented groups (women, youth, PWDs), and facilitating multiparty dialogue. The programme operated in the context of the 2022 general elections and targeted critical actors involved in governance and democratic development. The SIDPAK Project was implemented between July 19, 2022 to July 18, 2024. Further to this, the project was granted a six week no cost extension from May 19, 2025 to June 30, 2025 which will mark the official end of the project.

2.1 Results Framework

The project had two main outcomes:

Outcome 1: Democratic Institutions and Political Parties comply with legal frameworks

- Output 1.1 - Research on political parties and elections has informed advocacy and dialogue activities
- Output 1.2 - Political Parties and Public/State Institutions have built trust and consensus on democratic reforms
- Output 1.3 - ORPP has the capacity to execute its mandate
- Output 1.4 - Political parties have the capacity to comply with legal frameworks

Outcome 2: Underrepresented groups participate in democratic processes

- Output 2.1 – Public is aware of participation mechanisms for underrepresented groups

- Output 2.2 – Youth/Women/PWD candidates have electoral strategies in place to secure votes
- Output 2.3 – Newly elected youth/women/PWDs MPs have capacity in policy and law making

2.2 Target Groups

The primary target groups included:

- The Office of the Registrar of Political Parties (ORPP)
- Political Parties and their affiliated leagues (Women, Youth, PWDs)
- The Political Parties Liaison Committee (PPLC)
- Civil Society Organizations (CSOs)
- Members of the National Assembly and Senate, particularly from KEWOPA, KYPA, and KEDIPA
- Parliamentary party caucuses and leadership structures
- County Governments

The programme also indirectly engaged voters, the media, and election management stakeholders.

2.3 Summary of Project Activities

The project activities included.

- Technical assistance to the ORPP to strengthen enforcement of legal frameworks.
- Research and analysis on internal party processes and inclusion gaps.
- Capacity development for political parties on policy, statutes, and inclusive leadership.
- Democracy Schools and bootcamps for newly elected youth, women, and PWD parliamentarians.
- Technical support on the institutionalization of the Political Parties Liaison Committee (PPLC)
- Multiparty dialogues at national and county levels on reforms and inclusion.
- Citizen dialogues and People's Dialogue Festivals to promote engagement.
- Legislative engagement and scrutiny with CSOs and parliamentary committees.
- Public awareness campaigns targeting underrepresented groups.

3. Evaluation Uses

The evaluation is oriented toward assessing the project's achievements and generate learning toward future programming. Therefore, it shall, firstly, target the Project's implementation dynamics and the level of achievement of its objectives. It should help the consortium to understand the results of the project and help the donor to understand the results of their funding. Secondly, it shall gather lessons learned, challenges faced, and best practices and use such insight to generate recommendations that can help the partners design and undertake similar initiatives in the future.

3.1 Objectives of the evaluation

The objectives of the evaluation are as follows:

- To assess the extent to which the project has been relevant in its design and the relevancy of the activities implemented by the project
- To assess the effectiveness of the activities, strategies and learning in achieving higher level results.
- Identify and document the results, impact, and successes of the project.
- Identify key lessons learned and recommendations, strengths and weaknesses of the project based on evidence, to improve relevance, effectiveness, efficiency, and sustainability of Project results, and also document knowledge basis from the project design and implementation to inform similar future initiatives.
- Assess effectiveness and coherence of the collaboration of the partners in the SIDPAK consortium.
- Assess the timely implementation of activities towards achieving the project objectives.
- Assess the extent of impact and sustainability of the results achieved in the project.

4. Evaluation questions

Below is a list of preliminary evaluation questions ordered by evaluation criteria. This list of questions may be adjusted, reduced, and/or further refined by the Evaluator during the inception phase of the evaluation process. However, all criteria should be tackled by the evaluation.

i. **Relevance:**

- To what extent does the Action address the key challenges identified in Kenya's political and electoral systems, especially regarding the inclusion of women, youth, and persons with disabilities?
- How well does the Action align with the EU Human Rights and Democracy Action Plan (2020–2024) and national priorities such as the 2/3 gender rule and legal compliance by political parties?
- Are the specific needs and constraints of the primary target groups (ORPP, political parties, civil society, parliamentary caucuses) adequately reflected in the design and implementation of the Action?

ii. **Effectiveness:**

- To what extent have the planned outputs (e.g., increased capacity of ORPP, internal party reforms, democracy schools, legislative boot camps) been achieved as intended?
- Have the Action's activities effectively built the capacity of underrepresented groups (women, youth, PWDs) to participate in legislative and policy processes?
- Has technical assistance to political parties and public institutions resulted in observable changes in compliance with legal frameworks?

iii. Efficiency:

- How timely was the implementation of planned activities relative to the action plan?
- Has the coordination among implementing partners (NIMD, Oslo Center, DIPD, CMD-Kenya, Mzalendo Trust) led to reduced duplication and greater operational efficiency and programme coherence.
- To what extent has the funding partnership with the EU been effective in reaching goals focusing on operational support, advisory role and lobbying and advocacy towards EU through the study implemented by the project.

iv. Impact:

- What observable changes have occurred in the political participation and representation of women, youth, and PWDs as a result of the Action?
- How has the Action contributed to increased trust, collaboration, or democratic behavior among political parties and public institutions?
- Has there been any influence on legal or policy reform in relation to inclusion and political party compliance with democratic standards?

v. Sustainability:

- Are the changes introduced (e.g., internal party reforms, increased compliance, enhanced capacity of ORPP and parliamentary caucuses) likely to be maintained beyond the life of the Action?
- To what extent have local partners and institutions (e.g., ORPP, political parties, civil society organizations) taken ownership of the processes and results?
- Are there systems in place to continue training, mentorship, and dialogue initiatives after the project ends?

5. Evaluation approach

The overall approach should be utilization focused, ensure triangulation of data sources and perspectives, and address causation, and may contain elements of realist and theory-based evaluation approaches. The evaluation will use the Outcome Harvesting approach, focusing on complementing the already harvested outcomes by identifying new outcomes, verifying (substantiate), and analyzing significant changes resulting from programme interventions and establishing contribution (contribution analysis).

This will involve:

- Document Review: Analysis of action reports, training materials, policy documents, and any other relevant documentation.
- Key Informant Interviews (KIIs)
- Focus Group Discussions (FGDs)
- Surveys

6. Timelines and Deliverables

The end-of-project evaluation will be conducted tentatively from **July 21, 2025 to August 30, 2025** including inception, field work, validation and substantiation workshops, and reporting. A detailed work plan will be developed at the inception stage.

Deliverable	Indicative Deadline
Inception Report (Incl. of evaluation tools and workplan)	5 days after the start of evaluation process
Draft evaluation report	20 days after the start of evaluation process
Substantiation	25 days after the start of the evaluation process
Final evaluation report	28 days after start of evaluation process
Presentation of evaluation report	2 days after submission of the final evaluation report

6.1 Deliverables

- Inception Report: Provides the scope the study, methodology and appropriate validated draft data collection tools (e.g., methodological guidelines, group interview questions)

b. Evaluation report (in English), also including:

An executive summary

- Introduction
- Methodology, including sampling and limitations
- Analysis and findings of the evaluation. The analysis should be done according to the evaluation objectives.
- Challenges, bottlenecks of the project and proposed redress.
- Conclusions for each of the end line evaluation objectives.
- Key results, outcomes and impact of the project.
- Recommendations and its implementation strategy for future projects
- Annexes

7. Tender Procedure

Criteria	Description	Total Points
Understanding of ToR and Evaluation Context	Demonstrates clear grasp of project goals, inclusion focus, and complexity of democratic governance in Kenya.	15
Evaluation approach and methodology	Appropriateness and clarity of the outcome harvesting, contribution analysis, triangulation of data sources, and participatory approaches.	25

Experience of the evaluation team	Proven experience in similar evaluations, governance/democracy sector, outcome harvesting, and knowledge of Kenyan political context.	20
Workplan and Feasibility	Realistic timeline, logical sequencing of tasks, and ability to complete within deadline.	10
Sample of previous works and references	Relevance and quality of previous evaluation reports, and strength of references	10
Financial Proposal	Cost-effectiveness and how the budget aligns with the proposed work plan, level of effort, and deliverables without compromising quality.	20
Total		100

8. Qualifications

The lead evaluator or evaluation team should have:

- Have a postgraduate degree in political science, development studies, public administration, or a related field.
- Proven experience in conducting evaluations for governance, democracy, or political participation programmes.
- Demonstrated expertise in Outcome Harvesting, Contribution Analysis and/or other complexity-aware evaluation approaches.
- Solid understanding of the Kenyan political and legal context, especially related to elections and political parties.
- Strong qualitative research and facilitation skills.
- Excellent writing and communication skills.
- Familiarity with EU-funded programmes and experience working with political institutions or civil society actors in Kenya will be an added advantage.

9. Application Process

Interested consultants or firms are invited to submit a detailed proposal to conduct the end-of-project evaluation for the Strengthening Inclusive and Democratic Political Actors in Kenya (SIDPAK) programme.

9.1 Required Application Documents

Applicants must submit the following:

- a. Technical Proposal (maximum 10 pages), clearly demonstrating:
 - Understanding of the Terms of Reference
 - Proposed evaluation methodology and approach
 - Work plan and timelines
 - Evaluation matrix aligned with the provided objectives and questions
- b. Financial Proposal including:
 - Daily rates for each team member
 - Estimated number of days for each activity
 - Itemized costs (fieldwork, travel, logistics, administrative fees)
 - Total budget inclusive of all applicable taxes
- c. CVs of Evaluation Team Members Including roles, responsibilities, qualifications, and relevant experience
- d. Two Sample Evaluation Reports from recent assignments in governance, democracy, or political participation (preferably in Kenya or similar contexts.
- e. Three Professional Referees with contact information and brief description of work done.

9.2 Submission Format

All documents should be submitted in PDF format

The complete application should be emailed to infokenya@nimd.org

Subject line: “**SIDPAK End-of-Project Evaluation – [Name of Lead Applicant or Firm]**”

Deadline for submission: **Friday, July 11, 2025**

9.3 Important Notes

- Only complete applications received before the deadline will be considered.
- Late or incomplete submissions will not be reviewed.
- The evaluation will follow a transparent and competitive process based on both technical merit and cost-effectiveness.