**Call for Consultants: Independent evaluation of ‘Countering Authoritarianism through Civil Society Empowerment in the Indo-Pacific (CAIP) sub-grant’ – Terms of Reference**

**Terms of Reference**

**About Media Defence**

Media Defence’s Vision

A world where journalists no longer face legal challenges that threaten their ability to report freely and independently on issues of public interest, allowing citizens to be better informed and able to hold those in power to account.

Media Defence’s Mandate

To ensure legal protection of journalists and media workers under threat for reporting on issues of public interest, in the belief that freedom of expression is essential to hold those with power to account.

**Purpose of the consultancy contract**

Media Defence is looking to engage an experienced evaluation consultant to carry out a final evaluation of our sub-award, which was part of the International Centre for Not-For-Profit Law (ICNL)’s ‘Countering Authoritarianism through Civil Society Empowerment in the Indo-Pacific’ (CAIP) project.

**The Project**

Media Defence is acting as a sub-grantee as part of ICNL’s CAIP project. The aim of the project is to empower civil society to respond to authoritarian measures enacted by governments throughout the Indo-Pacific region in response to COVID-19, by promoting international standards around emergency measures, free expression, independent media, access to information, and other fundamental freedoms including public participation and free assembly.

Media Defence’s contribution to CAIP comprises of four components:

1) joint hosting with ICNL of specialist freedom of expression trainings to build the capacity of lawyers to defend freedom of expression;

2) providing funding and pro bono support to emergency legal defense cases to ensure high quality legal defense;

3) granting sub-awards to civil society organizations with a view to improving local level access to legal assistance for freedom of expression; and

4) administering financial and pro bono support to assist teams of local lawyers and civil society organizations to take high-impact cases to domestic, constitutional and supreme courts in influential jurisdictions.

These activities were implemented in order to meet the following ICNL objective: “Empower lawyers, journalists, and civil society to respond to legal and regulatory threats emerging or intensifying as a result of COVID-19, and engage in effective reform and advocacy to respond to these developments.”

**Evaluation Requirements**

**Phase 1: Evaluation planning and set up (September 2022)**

* Develop a capacity building measurement framework to measure organisational growth of civil society organisations that have received a sub-award;
* Using the existing project log frame, evaluation narrative and other relevant documents, provide detailed evaluation plan and protocol for the project; and
* Carry out research where relevant/identify metrics or standards.

Media Defence’s Monitoring, Evaluation and Learning Officer will prepare and organise resources for evaluators, including survey results from surgeries, key indicators and data on grantees.

**Phase 2: Final Evaluation (Tentative, October 2022 - January 2023)**

* Decide on final evaluation plan and methodology.
* Conduct independent data collection activities, such as focus groups and interviews with key stakeholders (where bias would be introduced if Media Defence were to carry out). Some travel may be required, which would be agreed in advance with Media Defence. Any agreed travel and associated costs will be covered by Media Defence.
* Conduct an independent analysis of all evaluation data/project data, including data collected by Media Defence.
* Deliver a final report which will highlight the project’s key successes, assess how objectives have or have not been met, and provide recommendations for future iterations and analysis on replicability and scalability of the project.

**Governance and accountability**

Media Defence’s Monitoring, Evaluation and Learning Officer, Laura McCartan, will be the key contact for this consultancy and will be responsible for day-to-day communications and support with the evaluation consultant. Other key stakeholders will include:

* Training Manager
* Donor representatives

**Qualifications and experience**

The consultant should:

* have demonstrable experience in the monitoring and evaluation sector (at least three years’ experience)
* have demonstrable experience of carrying out evaluations for NGOs and charities, preferably involving projects in the Indo-Pacific region
* have demonstrable experience of developing tools, instruments and evaluation frameworks
* have demonstrable experience or be comfortable with conducting interviews and focus groups for evaluations remotely

**Deliverables**

* Finalised data collection tools
* Final Evaluation plan to be agreed with Media Defence
* Final Evaluation Report

**Useful resources**

* Media Defence sub-awardee project proposal
* Project Evaluation narrative
* Project logic model (log frame)
* Project Indicator Table

Further Documents available on request.

**Application and selection**

Please send your proposal, including:

* Methodology and approach
* Timeline
* A summary of relevant experience of the agency and/or individuals involved
* Examples of previous relevant evaluations carried out and tools developed
* Consideration of ethics and risks
* Detailed cost breakdown

To laura.mc@mediadefence.org no later than **24th June 2022**. Shortlisted applicants will be invited to interview in early July 2022.

When selecting the consultant, Media Defence will consider:

* Past experience of the consultant
* Value for money
* Suitability of the approach and proposed methods
* Innovativeness of the approach
* Communication and presentation skills
* Consideration of risks and mitigation
* Understanding of Media Defence’s work and objectives

**Key Dates**

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| Deadline for proposals | 24th June 2022 |
| Interviews  | Early July  |
| Appointment of Consultant | August 2022  |
| Set up (phase 1) complete | End-September 2022 \* |
| Project End  | February 2023 |
| Final Report due | January 2023 |

\*dates are approximate only and will be decided and agreed with the selected consultant.

Contact information

For questions, further information or a discussion about the evaluation, please Laura McCartan on laura.mc@mediadefence.org