SHARE-NET

INTERNATIONAL MID-TERM REVIEW

TERMS OF REFERENCE

1. BACKGROUND

Share-Net International (SNI) is the knowledge platform on Sexual and Reproductive Health and Rights (SRHR), funded by the Dutch Ministry of Foreign Affairs (MoFA). SNI is a membership network of non-governmental organisations (NGOs), researchers, policymakers, implementers, young people, advocates, students, the media and companies operating in the SRHR field. We currently have hubs in 7 countries who refer to themselves as Share-Net: Bangladesh, Burkina Faso, Burundi, Colombia, Ethiopia, Jordan, and the Netherlands. At SNI, we focus on strengthening the role that knowledge can play in developing evidence-based policies and practices and ensuring that resources are used strategically and to maximum effect.

Each hub has a local secretariat and a steering committee that provides strategic guidance to the secretariat. The overall platform SNI is guided by a board representing the members and all hubs. SNI and the hubs bring together its members through different activities, which include but are not limited to: Communities of Practice, a bi-annual Co-Creation Conference, grants-making structure, the Share-Net International Rapid Improvement Model (SHIRIM), thematic events, research grants and capacity-building for young researchers, etc.[1]

2. MIDTERM REVIEW OF SHARE-NET INTERNATIONAL

Share-Net International works under the 2018-2022 five year strategic plan and embarked on a new five year partnership with the Dutch MoFA since the start of 2020. In order to take stock of the progress to date and to provide input into a new strategic plan (2023-2027), SNI requests the services of an independent evaluation team to conduct a midterm review. This Terms of Reference sets out the scope of the midterm review and contains all the information to develop a proposal.

3. OBJECTIVES OF THE MIDTERM REVIEW

The objectives of the midterm review are to:

1. Assess how SNI has been relevant, effective, efficient, coherent and sustainable in serving the global SRHR community through the global knowledge platform on SRHR.
2. Facilitate a reflection among SNI staff on the what is working well and what can be done differently in the coming years (2022-2024) to serve the needs of the Share-Net members best.
3. Provide succinct and validated recommendations to SNI that can be used to modify and improve strategies.

The findings of the midterm review will be used as input for the new strategic plan (2023-2027).

4. SCOPE OF THE MIDTERM REVIEW

The period under review is from 2020 till date and covers all the work done by Share-Net International (since 2013), Share-Net Bangladesh (since 2014), Share-Net Burkina Faso (since 2021), Share-Net Burundi (since 2014), Share-Net Colombia (since 2021), Share-Net Ethiopia (since 2021), Share-Net Jordan (since 2015) and Share-Net

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[1] For more information on Share-Net, including examples of knowledge products, please check the digital platform via https://share-netinternational.org/ .

Netherlands (since 2001). The midterm review is expected to provide an in depth understanding of how Share-Net's products, activities and platforms are valued and used by its members. This means that the focus of the midterm review is at outcome level, as the M&E system of Share-Net keeps proper track of inputs, activities and outputs delivered by Share-Net and also provides insight into the uptake of Share-Net products and services by its members. The midterm review is seen as an excellent moment to further dismantle and understand the interaction between Share-Net and its members and partners and understand which aspects of the work are particularly relevant and useful.

5. USERS AND STAKEHOLDERS OF THE EVALUATION

The primary users of the evaluation will be the SNI Secretariat and all the hubs. In addition, learnings are intended to be shared with the users of the Share-Net hubs, the Ministry of Foreign Affairs including the missions abroad and with other knowledge platforms.

6. EVALUATION CRITERIA AND KEY QUESTIONS[2]

Objective 1: Assess how Share-Net has been relevant, effective, efficient, coherent and sustainable in serving the global SRHR community through the global knowledge platform on SRHR	
Relevance	
Evaluation question	*Sub question*
What is the added value of Share-Net in the global SRHR landscape?	
To what extent is Share-Net relevant to its partners, including MoFA, and does it respond to their needs?	
To what extent do the activities of Share-Net meet the needs of the members and partners?	To what extent are the different knowledge management activities appreciated: Co-creation conference, SHIRIM, small grants, research grants and CoPs and what is their perceived relative importance?
	To what extent is the governance of Share-Net fit for purpose?
	To what extent is the way knowledge is shared appreciated by members and partners? This specifically refers to creative, artistic and digital products that have been created and delivered over the past years, including the more online engagement strategy.
	What kind of Share-Net products are used the most and the least?
	For which type of members are Share-Net products most relevant?

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[2] An overview of the consultation among Share-Net staff on key evaluation questions can be requested by sending an email to f.egberts@kit.nl.

To what extent is Share-Net inclusive in its membership? (A.o. youth, diversity, urban-rural, private sector)	
To what extent is Share-Net inclusive in terms of content?	
To what extent is the Theory of Change still an adequate framework for ambition?	
Effectiveness	
How effective is Share-Net in serving its members with SRHR knowledge?	To what extent are the activities organized by Share-Net the best way to facilitate knowledge management?
	How are the knowledge products used? What kind of outcomes happened as a result of using the products?
	To what extent does the Share-Net knowledge platform contribute to policy makers, practitioners and researchers having better access to SRHR information and knowledge?
	To what extent does effective learning take place between and in countries among policy makers, practitioners and researchers?
	To what extent do researchers address knowledge gaps in SRHR, as a result of Share-Net?
Efficiency	
To what extent have activities been carried out according to plan and within budget?	
Could the results have been achieved with an alternative intervention/ in a more efficient way?	
Coherence	
To what extent is Share-Net coherent with the MoFA policy on SRHR?	
To what extent is Share-Net coherent with SDG framework for action?	
To what extent is Share-Net complementary to the SRHR community?	
To what extent is Share-Net International coherent with the country hubs?	
To what extent is the Share-Net ToC compatible with country contexts and what is the space/need to adapt?	
Sustainability	
What is currently being done to ensure sustainability of the knowledge platform and network?	
To what extent are members currently engaged to sustain activities?	

Objective 2: Facilitate a reflection among Share-Net staff on what is working well and what can be done differently in the coming years (2022-2024) to serve the needs of the SRHR community best.

The evaluation is expected to provide insight in what is working well and what needs improvements for each of the questions formulated under the first objective of the MTR. In order to distil the lessons learned, the following guiding questions are leading:

- What are the key lessons learned for each evaluation criteria?
- What were the challenges and how did Share-Net respond to them? This particularly relates to the adaptations needed regarding the Covid-19 pandemic.
- What were the unintended effects, both positive and negative effects?
- What are the innovations that can be identified?
- What kind of networks/partnerships does Share-Net need to leverage?

Objective 3: Provide succinct and validated recommendations to Share-Net that can be used to modify and improve strategies.

For each of the evaluation criteria, the evaluation team is expected to develop recommendations. These can be guided by the following question:

- Which activities should be done more and which less in order to reach the ambitions of SNI?

7. APPROACH AND METHODOLOGY

The full methodology of the midterm review should be developed by the consultants and presented in an inception report. The review should be based on analysis of both primary and secondary data. Primary data is to be obtained through an online survey among members and interviews with staff, members, partners , but also competitors and non-members (stakeholders in the SRHR field) to obtain data from independent information sources. Additional innovative ways of data collection and evaluation methods are encouraged and to be proposed by the evaluation team in the proposal. Secondary data consists of available M&E data, previously produced reports and knowledge products produced by Share-Net. The evaluation team is expected to triangulate the data from different sources and discuss potential difference in the results. Next to this, the evaluation team is expected to organise a sense-making session or equivalent meeting among key stakeholders of the evaluation before handing in the final report.

The bidder is expected to include in the proposal:

- their compliance to the GDPR guidelines
- their code of conduct
- how to ensure inclusivity among the interview respondents (including youth, people with diverse sexual orientations and gender identities, urban-rural)
- compliance with IOB evaluation criteria[3]

AVAILABILITY OF DATA

- M&E data
- Previous evaluation report from 2017

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[3]The IOB evaluation criteria can be requested by sending an email to f.egberts@kit.nl.

- Annual plans and annual reports

8. QUALIFICATIONS OF THE MIDTERM REVIEW TEAM

The evaluation team for the midterm review is expected to be a multi-disciplinary team with a designated Team Lead. We especially encourage evaluation teams from Africa, Asia and Latin America, including **young people and people from diverse backgrounds to apply.**

Qualifications of the Team Lead:
- Master's degree in social sciences, international development or other relevant field
- Work experience of at least 10 years, with at least 5 years focused on SRHR
- Experience with evaluation of knowledge management and/or networking programmes
- Thematic expertise in Sexual Reproductive Health and Rights programming in different countries Experience in the countries where Share-Net is active would be an asset.
- Demonstrated experience of leading and conducting multi-country and multi-stakeholder evaluations
- Demonstrated experience with quantitative and qualitative research, data analysis and qualitative analysis
- Excellent interpersonal communication skills, demonstrated ability to work cooperatively with clients, and ability to liaise tactfully as a member of a multicultural team
- Excellent understanding of cultural differences, intersectionality and inclusivity
- Availability from 1st November 2021
- Language skills: French and English

Qualifications of team members:
- Bachelor's or master's degree in social sciences, international development or other relevant field
- Thematic expertise in Sexual Reproductive Health and Rights programming in different countries Experience in the countries where Share-Net is active would be an asset
- Demonstrated experience with quantitative and/or qualitative research, data analysis and/or qualitative analysis
- Excellent interpersonal communication skills, demonstrated ability to work cooperatively with clients, and ability to liaise tactfully as a member of a multicultural team
- Excellent understanding of cultural differences, intersectionality and inclusivity
- Availability from 1st November 2021
- Language skills: French and/or English

9. DELIVERABLES AND TIMELINE

Deliverable	Indicative timeline
Contract starting date	15 November 2021
Consultation with key stakeholders and reference group Initial desk review Development of evaluation tools	November - December 2021

Submit inception report for review	9th of December
Further desk review and primary data collection Weekly check-ins with PMEL facilitator	December 2021 – March 2022
Draft evaluation report for review by the reference group and key stakeholders of the evaluation. Multiple feedback rounds may be required.	21 March 2022
Facilitate a sense-making session among key stakeholders of the evaluation	31 March 2022
Final evaluation report	1 May 2022

The deliverables should be in English, and should include an executive summary, conclusions and recommendations. Additional formats like infographics, videos, visualisations, etc. are encouraged.

10. SET UP OF THE EVALUATION

The evaluation team will be contracted by the Secretariat of Share-Net International. The Share-Net International PMEL facilitator will be the first point of contact. The Share-Net International team and Board will sign off on the final evaluation report.

The reference group's role is to guide the evaluation process in terms of content and quality (methodological), review the draft MTR report and advise on the signing off on the final report. The reference group consists of 5 members, representing the diversity of roles and countries. The PMEL facilitator will set up meetings between the evaluation team and the reference group as needed.

The staff of Share-Net will provide documentation access to members for key informant interviews.

11. SELECTION CRITERIA

Proposals will be considered on the following basis:

Technical Criteria		Weighting
Team composition	Quality of the proposed team: skills, knowledge and expertise of team; capacity to deliver; team structure; demonstrated experience with evaluating multi-country and multi stakeholder programmes and knowledge platforms; experience with facilitating a learning process	**40%**
Methodology & Approach	Demonstration of understanding of ToR, motivation and proposed methodology	**40%**
Technical Total		**80%**

Commercial Criteria	Weighting
Competitiveness of fees in relation to the market for the delivery of this work	**10%**

Clear, indicative financial plan showing payments linked to the expected outputs	10%
Commercial Total	20%

12. BUDGET

The proposed budget should not exceed 40.000 EURO and should include VAT and all consultancy fees. No travel is foreseen for this evaluation.

13. ARE YOU INTERESTED?

If you are interested in applying, please submit your proposal using the application form (including a technical proposal and budget; max. 15 pages) via the Assignments section on our digital platform before the 31st of October end of day.

The interviews of the top 3 candidates will take place in the second week of November.

For any questions related to these Terms of Reference and to request the Theory of Change, M&E framework and overview of the consultation among Share-Net staff on key evaluation questions, please reach out to Francine Egberts via f.egberts@kit.nl.