

TERMS OF REFERENCE: CONSULTANCY ON DEVELOPING GUIDANCE NOTE AND TOOLS FOR ENHANCING CAPACITY FOR SMALLHOLDER FARMERS AND NON STATE ACTORS TO MONITOR AND TRACK MALABO DECLARATION COMMITMENT WITHIN THE CADDP RESULT FRAMEWORK

1. Requisitioning Manager: David Adama

2. Cost centre: P100

3. Name of consultant:

4. The dates of the project: February 2017- November 2017 (65 working days)

5. Background of the project:

The importance of evidence based analysis to any development process cannot be over-emphasized. More specific to the CAADP Implementation process, evidence based planning and implementation is a key element at each stage of the process. The commitment to agricultural transformation in Africa, as contained in both the CAADP Maputo and Malabo Declarations are very strong on the importance for a structured process that is predicated on the importance for monitoring and tracking of commitments. It is in that spirit that the Heads of State and Government of the African Union have committed to a Biennial Review process towards tracking their progress on the implementation of the commitments under the Malabo Declaration.

The CAADP Malabo Declaration Implementation Strategy 2015-2025 alongside the CAADP Results Framework, agreed in Malabo in 2014, are both useful tools / instruments to guide all CAADP Stakeholders in tracking the commitments agreed to by Heads of state and government. Hence, Non-State Actors, smallholder farmers, farmers' organisations, the AUC/ NPCA, RECs and governments, can use it as a point of reference to track such commitments. More specifically related to the advocacy needs of the NSAs, farmers and citizens' alike can engage with and use these as a tool to make governments responsive towards achieving Goals 1, 2, & 5 of the SDGs as well as achieve gender equality and equity.

It is anticipated that the *CAADP* Results Framework enables Africa to have "on the table" tangible parameters to benchmark advancements in agricultural performance. It provides a solid presentation of the agriculture development agenda in terms of how strategic actions are translated into tangible outcomes. It presents a political and technical pillar to foster alignment in collaboration with partners. It is in this regard that we commission this study to provide a guide for use by state and non-state actors alike

The NEPAD Coordinating Agency alongside the African Union have developed systems and mechanism to enhance effective implementation of the Malabo Declaration and sustaining the CAADP momentum. However, one key gap is the dearth of knowledge and analytical skills required both at the level of implementation as well as monitoring for evidence based policy decisions which are entrenched through the CAADP Technical Networks as well as, more practically, through the Malabo Biennial reporting to the Heads of States in January 2018.

Rationale

The CAADP Result framework has been sub-divided into 3 levels (i) the why; (ii) the what; (iii) the how of consolidating on and deepening the implementation of CAADP within the African Continent between 2015-2025. The design of the framework is commendable and logically connects and link three different levels, with Level 1 summarizing top-level results (impact) aimed at achieving real social and economic transformation of the continent while promoting inclusive growth; Level 2 defines outcome results around agricultural sector change & performance (production, productivity, competitiveness and regional integration). Level 3 results, on the other hand involves a measure of systematic capacities and priorities necessary for effective CAADP implementation.

While the *CAADP* Results Framework is amazing in its vision, it also has challenges in that the implementation and monitoring of indicators at the country level does not adequately integrate smallholder farmers and civil society organisations in the monitoring and tracking of results. Closing the gender gap and increasing socio-economic opportunities for smallholder women farmers' remains key to the fight against gender inequality. Far too many African women are trapped at the lower end of the spectrum of economic opportunities, which often perpetuates the same socio-economic status for their own families (AHDR 2016). Effective gender responsive agricultural policies can address gender inequality - eliminating the significant socio-economic disparities and guaranteeing access to economic assets, participation in the workplace, entrepreneurship opportunities, and control of and benefits from natural resources and the environment

In the light of this, there is a dire need to strengthen the knowledge, analytical skills, monitoring and tracking capacity of smallholder farmers, Farmers organisations, Non-State Actors Coalition and other citizen's groups to engage in the implementation of the Malabo declaration and hence its monitoring. We also hope that through this capacity strengthening, farmers, non-state actors and other citizens groups will be able to develop and deploy participatory tools to monitor and track how well the CAADP Result Framework and Malabo Declaration captures women's rights to food and women's resilience at the national level tracking levels two (whether there has been improvements in agricultural outcome a local and national level) and three (whether more women are included in agricultural processes) of the result framework.

We will also look at women's participation in systems and processes.

We anticipate that this will be a three phased process:

- a) Development of methodological and guidance note (tools) for score card and capacity development for smallholder farmers, CSOs and other citizens groups on its usage,
- b) identifying, streamlining, and adaptation of key indicators for tracking and
- c) Monitoring, tracking and development of shadow report to the AUC biennial report to be presented to the African Union Heads of States at the AU Summit in January 2018.

Specific objectives

- i. To develop and strengthen capacity for smallholder farmers (women especially), non-state actors and farmers organisations to engage more effectively monitoring implementation of the Malabo Commitments

- ii. To develop guidance note, tools and weighting score for scoring key implementation indicators and tracking the Malabo Commitment as captured in the CAADP Result Framework
- iii. To increase the understanding, awareness and consciousness amongst smallholder women farmers, Farmers Organisations and citizens groups to monitor level 2 and 3 results of the CAADP Result Framework at local levels (national)
- iv. To strengthen smallholder farmers, Farmers Organisations and CAADP Non State Actors Coalition Capacity to facilitate and produce a shadow report in line with the biennial reporting to the Heads of State in January 2018
- v. To enhance evidence based advocacy for increased investments in smallholder agriculture and especially on women and resilience.
- vi. To promote a more participatory and gender responsive formulation, design of policies, programmes, and investments plans;

6. Main task, output and timeline of the consultancy: 60 working days over 10th February to November 2017.

Main outputs:

Step 1: Development of guidance note, monitoring and data collection toolkit; the consultant will be expected to develop a guidance note and monitoring tool for data collection which will help define and clarify some issues around the rationale for selecting indicators and provide description for collection of data along levels 2 and 3. This process will be carried out and finalized through a participatory workshop session with key stakeholders and ActionAid programme staff with colleagues in Impact Assessment and Shared Learning (IASL) to support country documentation.

The toolkit will consist of:

1. A guidance note and monitoring checklist redefining and simplifying the indicators across level 2 and 3 with guide on how to analyse the weighting for the score card.
2. A score card template to identify key indicators to be scored using the weighting score from the monitoring checklist
3. Guidance note on the methodology to be employed including content guide, roles and responsibilities of various stakeholders, possibly secondary data sources and template for data entry, ranking (weighting options) and how to calculate scores.

Completed by: End February 2017

Step 2: Participatory learning and Data collection training

Once all the materials have been developed as outlined in step 1, there will be a participatory learning and data collection workshop creating opportunity for validation and pre-testing of the tools with smallholders, CSOs, media and farmers organisations. The training will provide opportunity for familiarisation of the toolkit; identify processes for data collection, analysis and their sources.

Outputs:

1. Completed monitoring checklist and scorecard template validated and tested all information is referenced correctly
2. Report on the participatory learning and data collection workshops produced
3. Monitoring tool kit produced

Completed by: End March 2017

Step 3: Data collection and analysis

After the training workshop on the monitoring checklist, scorecard, the guidance note and update to the indicators selected for monitoring from the workshop, ActionAid and CNC with its partners including the media will commence collection, collation and analysis of the selected indicators in Nigeria, Tanzania, Zambia, Malawi and Mozambique. We will explore each partnership and countries undertaking its own analysis, with guidance of the IASL colleagues and consultant while the consultant proceeds with final consolidation.

Completed by: November 2017

How to apply

We invite interested institutions and individuals to submit their application documents:

- A. Expression of interest (maximum 3 sides of A4) a) detailing how the Consultant(s) meets the selection criteria and b) their understanding of the TOR
- B. Submit a proposal detailing methodology to be employed in undertaking the work
- C. Copy of CV of the consultant(s) who will undertake the development of tools, capacity building, monitoring and reporting (maximum 3 sides of A4 each);
- D. Financial proposal detailing consultant(s) itemized fees.
- E. One recent example of similar work done by the applicant (if joint authored to include a description of the role of the named consultant);
- F. Contact details of two independent referees

The application documents should be sent no later than the 31st January 2017 to David.Adama@actionaid.org and Francesca.demidio@ActionAid.org

7. Location: Home-based and some possible travels for training and select data collection supervision.

8. Total fee payable: £ \$