



THE CATHOLIC DIOCESE OF MZUZU

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CALL OF EXPRESSION OF INTEREST TO CONDUCT END OF PROJECT EVALUATION

BACKGROUND

The Catholic Commission for Justice and Peace (CCJP) is an advocacy arm of the Catholic Diocese of Mzuzu under the Directorate of Social Development whose main goal is to improve quality of life of communities through coordinated social development programs that enhance resilience, promote justice and peace, and uphold human dignity. The CCJP implements the “Public Social Accountability Advocacy Project” (Project no. 143-004-1035) supported by Misereor in Germany which seeks to strengthen public social accountability by empowering citizens and community structures to engage constructively with duty bearers, monitor the management of public resources, analyse public expenditure, advocate for transparency and improved service delivery, and promote dialogue between communities and government actors. The project focuses on selected parishes and constituencies in the districts of Rumphi and Mzimba and works with community volunteers, local governance structures and district authorities to strengthen accountable and responsive local governance. Prior to the implementation of Project No: 143-004-1035, the CCJP implemented the “Enhancing Gender Equality to Protect and promote Rights of Girls in Mzuzu Diocese” (Project no. 143-004-1031) also supported by Misereor in Germany. The ongoing project “Public Social Accountability Advocacy Project” (Project no. 143-004-1035) will still be at an early stage of implementation when the evaluation takes place. The evaluation is therefore expected to inform ongoing implementation and strategic decision-making by drawing lessons from the previous project and identifying implications for the project’s work on public participation, transparency and accountability

Public Social Accountability Advocacy Project (Project no. 143-004-1035)

The project goal is to contribute to more responsive, transparent and accountable governance processes and management of public resources at local level, particularly through the Constituency Development Fund, so that development interventions better reflect the needs and priorities of citizens.

Objective no. 1: Local governance structures have improved capacities to analyse, document and use public expenditure information for monitoring and accountability purposes. Village Development Committees and Area Development Committees are strengthened in their ability to assess public expenditure, document findings and engage with duty bearers based on evidence.

Indicator 1.1. By the end of the project period, at least 15 Village Development Committees and 5 Area Development Committees regularly (at least twice per year) produce documented analyses of public expenditure reports based on agreed quality criteria.

Indicator 1.2. By the end of the project period, at least 8 public expenditure analyses have been publicly shared with community members and discussed during community meetings.

Objective no. 2: Public social accountability for community development projects is strengthened through structured monitoring, advocacy and engagement between citizens, media and duty bearers. Community members and local structures are enabled to participate in monitoring public resource use and to engage with relevant authorities regarding project implementation and service delivery.

Indicator 2.1. By the end of the project period, at least 8 community development projects funded through the Constituency Development Fund demonstrate verifiable improvements in line with community priorities, based on participatory assessments.

Indicator 2.2. By the end of the project period, at least 10 joint social accountability monitoring reports (community and media) have been produced and disseminated, with documented responses from duty bearers in at least 50% of cases.



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Objective no. 3: Dialogue and information exchange between citizens, civil society actors and duty bearers on public expenditure and local development processes are institutionalised and contribute to increased transparency and access to public information.

Indicator 3.1. By the end of the project period, at least 8 structured dialogue events between community representatives and duty bearers are held, each resulting in documented agreements or concrete follow-up actions.

Indicator 3.2. By the end of the project period, at least 6 documented cases demonstrate improved access of community structures to public information, such as budget and procurement data.

Enhancing Gender Equality to Protect and promote Rights of Girls in Mzuzu Diocese (Project no. I43-004-I031)

The Enhancing Gender Equality to Protect and promote Rights of Girls Project in Mzuzu Diocese was implemented from June 2022 to May 2025. The project goal is to contribute towards protecting and promoting gender equality in the Diocese of Mzuzu and fulfilling the right to education for girls. The evaluation will cover primarily this project in retrospective.

Objective no. 1: Parents and guardians have a mind-set that girls and boys have the same rights to education.

Indicator 1.1. At least 80% of 3,500 targeted parents and guardians have changed their sociocultural beliefs, attitudes and practices towards effectively supporting equality in education for girls and boys.

Indicator 1.2. By the end of the funding period, at least 70% of 3,500 targeted parents and guardians have taken actionable steps to prevent girls from early and forced marriages.

Indicator 1.3. By the end of the funding period, at least 80% of 4,000 targeted girls have completed their primary education without disruption due to early marriages and teenage pregnancies.

Objective no. 2: Protection and safeguarding systems for girls in the school environment and communities where they reside protect and promote the right to education for girls.

Indicator 2.1. The number of confirmed cases of abuse reported by the Ministry of Health in the targeted project impact areas has reduced by 50%.

Indicator 2.2. At least 5 cases of abuse have been decided in favour of the client with the help of CCJP in the formal court.

Indicator 2.3. Community members have developed and enforced at least 5 community by-laws to protect and promote the rights of girls.

Objective no. 3: Re-admission strategies for girls who drop and dropped out of school are effective and responsive.

Indicator 3.1. At least 1,010 girls (10 girls for each of the 101 targeted schools) have been readmitted in targeted schools by making use of the re-admission policy.

Indicator 3.2. At least 80% of the re-admitted (re-enrolled) girls have successfully completed their primary education.

Indicator 3.3. Re-enrolled girls understand the importance of education and make decisions to remain in school on their own.

OBJECTIVES OF THE EVALUATION



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This is a joint evaluation of the I43-004-I03I and I43-004-I035 project implemented by CCJP – Diocese of Mzuzu. The local consultant shall support and collaborate with the external consultant to document and account for the project's achievements, reflect the effectiveness of the work so far (as a more general learning) and, more specifically, inform the new project of the CCJP – Diocese of Mzuzu diocese (**I43-004-I035**) towards adjusting project design and implementation strategies and priorities. A specific focus is on how the socio-political project context and structural framework conditions affect project implementation.

To this end, the evaluation shall produce an **independent systematic review**

- of results and effects achieved by project no. I43-004-I03I (and, to the extent this is possible, earlier work of CCJP – Diocese of in this area),
- of key factors influencing these effects; this shall include relevant experiences made in the implementation process (also in terms of organizational performance and effectiveness); it shall also cover the implementation context, including local governance, relevant power relations and the involvement of community structures.

Based on this, the evaluation shall derive **lessons and recommendations** particularly in terms of

- How relevant the different project objectives and measures have been, and are today, for the beneficiaries, in order to allow for adjustments in the ongoing project;
- The effectiveness of the project's specific approach and related measures, as well as its limitations;
- Unexpected/unintended outcomes of the project, for instance with regards to early marriage, school dropouts etc.;
- Enhancing the ongoing project's effectiveness by adjusting to relevant socio-political framework conditions.

Results shall also be used in a **longer-term perspective**, both regarding future cooperation with Mzuzu diocese and for future projects in the areas of education, gender and governance.

ANALYTICAL AIMS OF THE EVALUATION

Implementation and achievement of objectives	• To what extent were the intended objectives in promoting girls' right to education achieved? • What effects were achieved at the level of the target groups, particularly girls, parents and guardians, and school and community structures?
Effectiveness of approaches	• Which measures and approaches, such as work with community structures, advocacy elements, and capacity development, proved particularly effective? • Which factors supported or hindered the achievement of the objectives? • To what extent were duty bearers in the primary education sector responsive to the educational needs and priorities for the girl child in order to protect and promote the right to education for girls • How transparent and accountable were the law enforcement agencies (Police and magistrate court) in handling defilement cases and abuses for primary school girls



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Lessons learned and unintended effects	• What key lessons can be derived from project implementation? • What unintended positive and negative effects occurred during project implementation, and how should they be assessed?
Role of structural framework conditions	• To what extent did structural factors, such as local governance structures, social norms, and government frameworks, influence the project's effectiveness? • Where do the limitations of project-based approaches become apparent in addressing these framework conditions?
Institutional development and organisational learning	• How did project organisation and management evolve during implementation? • Which working methods, distribution of roles, and forms of cooperation within the team and with local partner structures, such as volunteers, community committees, and government actors, proved effective? • Where are challenges or needs for adjustment in relation to management, coordination, and implementation? • What conclusions can be drawn for the future design of institutional structures and work processes?
Monitoring, data, and learning processes	• To what extent were the available monitoring and project data used for steering and reflection? • What insights can be drawn for the further development of monitoring and learning systems?

Timeline of the Evaluation Exercise

Identification and contracting of local Consultant	September 2026
Evaluation (to be adjusted together with evaluation team): - kick-off with evaluators (online) - preparation and evaluation design - data collection including fieldwork (approximately 2 weeks) - first analysis and debriefing with CCJP – Diocese of Mzuzu (when still on site) - analysis and drafting of report	October 2026
Reporting to CCJP Diocese of Mzuzu and Misereor - Submission of draft report - Final debriefing (online); final comments to draft report - Submission of final report	November 2026
End of contract: when final report has been formally accepted by Misereor	December. 1, 2026

The overall scope of the assignment is estimated to be around 30 consultancy days.

I. Reporting

The local consultant shall submit draft and final reports as outlined in the timeline (section 6). The international evaluator shall be responsible for the overall production and submission of the report. Apart from that, the labor division and specific contributions to the report shall be defined within the evaluation team, in consultation with CCJP – Diocese of Mzuzu and Misereor.



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The evaluation report shall conform to Misereor's standard requirements for evaluation reports as shared before signing the evaluation contract.

The following are the specific expectations by CCJP – Diocese of Mzuzu

1. **Cover page**
2. **List of Abbreviations and Acronyms**
3. **Table of Contents with chapters and page numbers**
4. **Executive summary**
5. **Description of the project, the project context and the reason for and objectives of the evaluation**
6. **Methodology (sampling and data collection)**
7. **Presenting the results of data collection and evaluation**
8. **Assessment of the information collected**
9. **Conclusions and recommendations**
10. **Annexes:**

The report shall not be longer than 45 pages excluding annexes

BUDGET AND PAYEMENT SCHEDULE

This is a joint evaluation and therefore the CCJP – Diocese of Mzuzu seeks a financial proposal that maximizes potential efficiencies while maximizing value for money to deliver outputs within budget. The local consultant must prepare and submit a comprehensive budget for the end of project evaluation, which includes all logistical, administrative, and non-administrative costs. Payments will be made as follows, in line with the receipt of key deliverables:

- 60% upon approval of the Inception report.
- 40% upon submission and approval of the Finalized midterm report.

The CCJP Coordinator and the Director of Social Development have the overall responsibility of the assignment, where they will certify every consultancy deliverable and completion of work for payment purposes.

LOCAL CONSULTANT RESPONSIBILITIES

- Produce research protocol (inception report) for carrying out the end project evaluation
- Review all relevant documents for the end of project evaluation
- Develop end of project evaluation design which includes evaluation methodology and data collection tools (questionnaires, FGD guides, interview protocol, data entry templates, etc), as appropriate in consultation with the CCJP – Diocese of Mzuzu and Misereor
- Develop field work schedule in consultation with the CCJP - Diocese of Mzuzu and Misereor
- Produce and submit to the CCJP – Diocese of Mzuzu draft report on findings (per required format and data request).
- Incorporate comments from the CCJP – Diocese of Mzuzu and partners into the draft report and produce the final report



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- Finalise a high-quality End of Project Evaluation Report and an Abridged version of the report
- Present findings to the CCJP – Diocese of Mzuzu after the report submission.

CONSULTANT REQUIREMENTS, KNOWLEDGE AND EXPERTISE

- Master's Degree in Public Policy, Strategic Management or Public Administration
- 5 to 10 years of progressive professional experience in governance, social accountability initiatives, civic engagement and participatory development
- Technical proficiency in qualitative and quantitative research methods and policy analysis and proven experience in successfully undertaking project baseline studies, midterm evaluations or end of project evaluations.
- Experience in working with local government authorities, ministry departments, and Civil Society Organizations
- Experience conducting research on governance projects will be considered an asset.
- Knowledge and experience of participatory assessment / development approaches will be required.
- Knowledge and experience in organizational development approaches including organizational capacity assessment and development.
- Experience in leading teams implementing Evaluations in the field (training, field logistics, human relations, teamwork).

SUBMISSION AND EVALUATION OF PROPOSALS

The local Consultants who meet the requirements should submit a maximum of 8 pages' expression of interest, which should include the following:

- A suitability statement, including commitment to availability for the entire assignment
- A short profile of the individual or organization
- Updated curriculum vitae that clearly spells out qualifications and experience with special emphasis on gender, governance, transparency and accountability programming or implementation
- A brief statement on the proposed study methodology, including a draft work plan
- A financial Indicative budget for consultancy fees, detailing the activities, number of days, and the proposed daily fee.
- All transport, including local transport, accommodation, and other research field costs (such as room hire for data collectors training, paying data collectors and all other costs) should be in the consultants' fees
- Three references from organizations that have contracted the consultant proving ability to carry out an Evaluation of such related nature

All interested parties should respond to the TOR by 14th September, 2026. The expression of interest should be sent to ipc@mzuzudiocese.mw with copies to dsd@mzuzudiocese.mw and ccjp@mzuzudiocese.mw with the title End of Project Evaluation in the subject line. Only Shortlisted candidates will be contacted.