



Terms of Reference

Consultancy on a learning evaluation of the Pilot Initiative for Establishing Local Chapters of the Cities4Children Alliance in Bangladesh, Colombia, and Kenya

Assignment	<p>The assignment is to conduct a learning evaluation of a pilot initiative launched by the Global Alliance – Cities4Children. The pilot established 3 national alliances in Bangladesh, Colombia, and Kenya. After a competitive application process, 3 lead organizations in each country were selected. Over 2 years, they worked to build multi-stakeholder alliances with the aim of improving cities for and with urban children and youth and putting children on the urban agenda in their respective countries.</p> <p>Our aim is to now learn how this process went and to assess how to support it and whether it should be scaled up. It is a learning evaluation. Some guiding questions:</p> <ol style="list-style-type: none"> 1) How can the process to select, onboard and support the chapters by the Secretariat of the alliance be improved? 2) To what extent were the lead organizations effective in establishing, resourcing, governing and driving local C4CY chapters? 3) What were the main successes and challenges in forming, operationalizing, governing, and sustaining the alliances? 4) Should the alliance replicate this pilot in other countries/contexts? And if so, with what adaptations 5) To what extent are local chapters an effective pathway to achieve impact at scale for children in urban contexts? <p>If the pilot initiative is seen to be a viable initiative with potential for scale and replicability, the evaluation will also offer recommendations for strengthening and scaling the initiative based on lessons learned from this pilot phase.</p>
Location of assignment	Remote based work, with a strong preference for consultants being based in one of the 3 pilot countries (Bangladesh, Colombia, Kenya)
Employer	Save the Children International / Global Alliance - Cities4Children
Type of contract	Short-term Consultancy
Rate	3000 Euros
Applications	<ul style="list-style-type: none"> • Deadline for applications is January 31st, 2025. • Applicants must have demonstrated expertise and knowledge in urban challenges, child development, alliance-building, program evaluation, and familiarity with social and policy contexts in Bangladesh, Colombia, and Kenya. • Interested applicants should send their CV and outline how their experience makes them the right person for this role. • Send applications to info@cities4children.org • <u>Please note that only shortlisted applicants will be contacted.</u>



Background

Childhood is increasingly experienced in urban areas. In 2018, 55% of the world's population was living in urban areas and this will increase to 68% by 2050, adding an additional 2.5 billion people to urban areas. An estimated 60% of urban residents will be below 18 years old in 2030. Most of this change (approx. 90%) is taking place in Asia and Africa where local governments are unable to meet demands for housing, infrastructure and services. As a result, an estimated 350 – 500 million children in cities around the world are growing up in slums and informal settlements.

The Global Alliance- Cities4Children (GA C4C), led by Save the Children, comprises 28 member organizations and has been established to tackle the challenges faced by children living in urban areas, especially those impacted by discrimination and inequalities. The mission of Cities4Children is to strengthen global coordination, increase knowledge, and advocate for child rights to be firmly embedded in the urban agenda so that the rights of all children are protected and realized.

At the global level member organizations have collaborated on several research and advocacy efforts to raise awareness on key issues in urban areas that affect children's health and wellbeing and ability to thrive. To see impact for children at national and local levels and develop a decentralised global structure of the alliance, in 2023, we launched the national Cities4Children and Youth (C4CY) alliances, in Bangladesh, Colombia and Kenya. Lead organisations in each country were selected through a competitive process to establish and drive the local chapters of the Alliance.

Lead organizations setting up and driving local C4CY chapters are responsible for:

1. **Set up, Convene, Collaborate and Conduct Research:** Ensure the national C4CY alliance is established in an inclusive manner comprising key stakeholders representing relevant groups in public, private, academic and civil society sectors. Collaborating to conduct research on the situation of urban children their country/city. Becoming familiar with research series, blogs and publications of Global Alliance Cities4Children and making a selection of the most relevant material to translate, adapt and publish in local language/s.
2. **Establish a Community of Practice and Secure Funding:** Establish a community of practice by setting up a well-functioning governance, operations and management structure; organising regular meetings. Identify and secure financial resources – the lead organization will be responsible for securing funding to support the work of the local C4CY in the first year and the Secretariat and Steering Committee will be responsible for securing funds to support the local alliance's work in the second year.
3. **Communicate and Advocate for Cities4Children:** Develop and implement a communications and advocacy strategy which includes developing a website, setting up social media channels and engaging with relevant media to establish the public presence of the local C4CY alliance and carry out regular communications and awareness campaigns around issues facing children growing up in urban contexts.
4. **Develop Skills and Competencies and Innovate and Implement for and with Children and Youth:** Identify relevant thematic topics; establish working groups; identify opportunities to collaborate and building strategic partnerships for impact; identify gaps in technical capacities and train relevant stakeholders in partnership with GA C4C; develop and pilot feasible and strategic projects, programs and interventions; monitoring and evaluating these efforts to inform further action and scaling up of successful efforts.

The primary purpose of this evaluation is to:



- Assess the effectiveness of the C4C secretariat in selecting, onboarding and supporting the lead organisations in establishing local C4C chapters
- Assess the effectiveness and impact of the lead organizations in Kenya, Colombia, and Bangladesh in establishing national chapters of the Cities for Children and Youth Alliances.
- Identify the successes and challenges encountered by the lead organizations in forming alliances and mobilizing resources.
- Offer recommendations for strengthening and scaling the initiative based on lessons learned from this pilot phase.

Scope of Work

The evaluation will assess:

- All activities undertaken by the lead organizations to establish the C4CY Alliance chapters in Kenya, Colombia, and Bangladesh from inception to present.
- Specific steps taken to engage stakeholders, conduct SWOT and situation analyses, set strategic vision and principles, and establish a work and resource plan.
- Impact assessment regarding the extent to which alliances have been formed and are operationally viable to continue post-pilot phase.

The final report should be no longer than 8 pages in Word and should be written in plain English. The content must be clear, specific, and directed to the intended users of the report.

Methodology

- **Document Review:** Review all available documents, including stakeholder mapping reports, SWOT and situation analysis reports, strategic and work plans, meeting minutes, annual reports and resource plans.
- **Key Informant Interviews:** Conduct interviews with representatives from lead organizations, local alliance members, and key stakeholders in each country to gather qualitative insights.
- **Focus Group Discussions:** Organize focus groups with local alliance members and other stakeholders in each country for in-depth discussions on challenges and successes.
- **Case Studies:** Develop 1-page case studies for each country chapter to highlight unique experiences, approaches, and lessons.

Key questions to guide the evaluation

1. How can the process to select, onboard and support the chapters by the Secretariat of the alliance be improved?
2. To what extent were the lead organizations effective in establishing, resourcing, governing and driving local C4CY chapters?
3. What were the main successes and challenges in forming, operationalizing, governing, and sustaining the alliances?
4. Should the alliance replicate this pilot in other countries/contexts? And if so, with what adaptations?
5. To what extent are local chapters an effective pathway to achieve impact at scale for children in urban contexts?

Structure for the evaluation report

SECTIONS	DESCRIPTION
Summary	100-150 words. Write a brief summary of the main messages of the evaluation.
Introduction (Approx. 1 pg.)	A brief introduction of the pilot initiative and the purpose and objectives of the evaluation
Methodology	<ul style="list-style-type: none"> • Detailed description of the evaluation approach and design • Methods used for data collection (e.g., surveys, interviews, observations) • Sample size and selection criteria • Limitations and potential sources of bias
Findings, analysis and interpretation	<ul style="list-style-type: none"> • Presentation of the evaluation findings, organized by evaluation questions or key themes • Explanation of the meaning of the findings in relation to the evaluation questions • Comparison of findings with expected outcomes or benchmarks • Discussion of implications, challenges, and contributing factors
Conclusion and recommendations	<ul style="list-style-type: none"> • Summarized insights derived from the findings and analysis • Address how well the pilot initiative met its objectives • Actionable recommendations based on findings and conclusions • Suggested changes, improvements, or areas for further investigation • If any, broader lessons applicable beyond the initiative itself

Deliverables

The evaluation team will be responsible for the following deliverables:

- **Inception Report:** Outline the evaluation plan, methodologies, and timeline (due within 2 weeks of contract signing).
- **Draft Evaluation Report:** A detailed draft report with findings, analysis, and initial recommendations.
- **Final Evaluation Report:** A final report including a description of methodology, key findings, challenges, lessons learned, and recommendations.
- **Presentation of Findings:** A presentation for the Global Alliance Cities4Children and national C4CY chapters.

8. Timeline

The evaluation is expected to take approximately 3 months, with key milestones as follows:

- Inception Phase: 2 weeks
- Data Collection: 4 weeks
- Data Analysis and Draft Report: 4 weeks
- Final Report and Presentation: 2 weeks

