

Terms of reference (External Reference Group)

Aidsfonds, on behalf of the Love Alliance Consortium, is seeking an independent and experienced External Evaluator¹ to join the External Reference Group (ERG) for the Love Alliance End Term Evaluation, to promote the quality and independence of the evaluation.

1. Introduction

The Love Alliance is a five-year advocacy partnership (2021-2025) between Aidsfonds, ARASA, GALZ, GNP+, ISDAO, SANPUD, Sisonke and UHAI-EASHRI, funded by the Netherlands Ministry of Foreign Affairs that works to improve the health and rights of **sex workers, people who use drugs, LGBTIQ+ communities and people living with HIV in Africa, intersectional of age groups and gender diversity.**

Together, we invest in addressing structural barriers to Sexual and Reproductive Health and Rights (SRHR), including gender inequality, decriminalisation, financing for LGBTIQ+ people, sex workers, people who use drugs and people living with HIV, and increased access to health and justice.

The vision of our Alliance is to create a world where all people are able and empowered to make well informed and autonomous choices about their bodies without being criminalised, stigmatised or excluded, so they can enjoy the highest level of SRHR fulfilment and lowest vulnerability to STIs, including HIV, and other diseases.

We are active in 10 countries across Africa (South Africa, Zimbabwe, Mozambique, Kenya, Uganda, Burundi, Nigeria, Burkina Faso, Egypt and Morocco), and additionally we will advocate at global and (sub) regional level.

Our partnership's goals are spread across three levels representing our Theory of Change:

- **Short-term outcomes:** creation of joint strategies, capacity strengthening for nascent organizations and enhance coordination amongst them.
- **Medium-term outcomes:** community leaders claim their space, challenge stigma and discrimination in society, and engage with policy makers on needed reforms.
- **Long-term outcomes:** enshrining protective SRHR gains into the law, safeguarding access to KP-sensitive healthcare and expand space for civil rights for population groups.

To achieve those outcomes, the alliance employs a set of advocacy strategies:

- Policy monitoring, analysis and positioning
- Research and evidence gathering
- Strengthening representation of key populations
- Advocacy campaigns
- Capacity Building
- Partnership and collaboration

The Love Alliance consortium is commencing with the End Term Evaluation (ETE) of the partnership. For this, the Love Alliance consortium is seeking to form an External Reference Group to work together with the Evaluation Task Team, of which Aidsfonds is the commissioner.

¹ Up to two external evaluators will be selected from the pool of applicants.

2. Objective:

The objective of the External Reference Group (ERG) is to promote the quality of the evaluation process and the final evaluation report. Group members will advise the evaluation task team on specific deliverables through online meetings and review of documents.

3. Role and responsibilities of the ERG members

Comments and advice from the reference group shall be seriously considered by the evaluation team, and their approval of specific deliverables is required.

The ERG is expected to review and approve:

- Terms of reference for the evaluation assignment
- Applications from potential evaluation consultants
- The Inception Report submitted by the evaluator
- Final evaluation report by the evaluator

The composition of the ERG is as follows:

- A member from the Ministry of Foreign Affairs of the Netherlands.
- Two external evaluation specialists (Specialization can be in relevant evaluation and/or thematic experience)
- One to three additional evaluation specialists (these could be from the Love Alliance itself or other consortia working under the Strengthening Civil Society framework of the Ministry of Foreign Affairs.

4. Working Arrangements

a) **Coordination:** Communications will be coordinated by the PMEL Coordinator of the task force. Where needed, the ERG will directly contact the consultants and the evaluation task team.

b) **Timing:** The Reference Group will meet at the end of each stage of work. It is anticipated that meetings and document reviews will take place as follows:

- September 2024 to review approve the ToR (5 hours)
- November 2024 to review and select Consultants (15 hours – including potential interviews)
- March 2025 to review and approve draft report (10 hours)
- Progress update meetings for other related tasks throughout the duration of the contract as needed (10 hours)
- February – March 2026 to review and approve the draft report (10 hours)

c) **Setting:** All meetings will be convened online, emails will be the official medium of communications.

5. Remuneration

ERG members will be reimbursed for their time and contributions, based on a fixed rate. This way we ensure that membership is accessible for all, not only those that can financially afford to do work on a voluntary basis.

Members are compensated for time investment, expected to be **50 hours per the entire evaluation period including**; preparations, meetings, document review, and any additional time required. We are offering a flat rate of **€1000**. The payments shall be made in two instalments of **€500 upon delivery of assignments in the intervals of the payments as highlighted in Table 1**. The first payment shall hence take place by 31 May 2025 and the second by 30 April 2026.

In the event that an ERG member is requested to contribute as a resource person beyond the scope of their mandate, the terms of that contribution will be subject to separate compensation.

ERG members are expected to attend at least 80% of meetings and engagements to be awarded compensation. Their approval on key documents is a requirement for their roles to be fulfilled. Members must notify the rest of the ERG group and the PMEL Coordinator of their absences at least 48 hours in advance of the planned meeting or engagement.

6. Meeting schedule

The ERG will hold an average of one meeting per month for general updates, and additional meetings related to the four main deliverables. Below is a tentative plan for workload over the period between September 15th 2024 (start of contract) , until April 30 2026 (end of contract).

Table 1

Period	Workload	Deliverable(s)
September 2024 through November 2024	<ul style="list-style-type: none"> - Between 3 -4 meetings. - Review of Eligible Proposals - Joining Interview Pannels 	Reviewal and Approval of Consultants
December 2024 through March 2025	<ul style="list-style-type: none"> - Between 3-4 meetings. - Review of Inception report. 	Reviewal and Approval of Inception report.
April 2025 through December 2025	<ul style="list-style-type: none"> - Between 4-5 meetings for general updates. 	General Updates and Brainstorming where needed.
January 2026 through March 2026	<ul style="list-style-type: none"> - Between 3-4 meetings. - Review of final report. 	Reviewal and Approval of final report.

7. Profile of Candidates:

As an External Reference Group member, you:

Required:
(Affiliation)

- Do not have a funding/contract/relationship with Love Alliance consortium partners.
- Do not have a funding/contract/relationship with third party organizations that are receiving funding/support from the Love Alliance or any of its consortium organizations.

- Are not part of other Strengthening Civil Society consortia funded by the Ministry of Foreign Affairs of the Netherlands.

(Experience)

- You have proven track record of conducting independent evaluations of programmes or projects working across multiple partners and in multiple countries.
- You have a very good understanding and usage of English in writing, reading and speaking.
- You have affinity and/or lived experiences with key population groups; sex workers, LGBTIQ+ communities, PWUD communities with special regards to gender diversity and different age groups.
- You are well aware of evaluation ethics and principles of do no harm, especially when participating with communities experiencing social and structural threats.
- You are well aware of existing power dynamics between Northern and Southern perspectives, as well as structural power imbalances related to accessibility to funding and resources

Preferable:

- You have work experience and/or are living in a Love Alliance country of operations.
- You have thematic experience with HIV programming.
- You have thematic experience with Advocacy programming.
- You have academic experience in Evaluation, Advocacy, and/or Programme Evaluations.

If you are the right candidate, please submit the below information to Rami Sharaf (rsharaf@soaaid.nl) by Sunday 25th of August latest:

- CV highlighting relevant experience.
- Contact information of 2 references (will not be contacted unless with explicit approval from applicants)
- Examples of previous evaluations (if available) with a brief description of your role in it.
- A short brief (500 words max) describing (1) why you are interested in this opportunity and (2) how your experience will help the team in improving the quality of the evaluation.