

TERMS OF REFERENCE

*External Evaluation of
Women's front of Norway/CATW Project
"Combating Trafficking in Women for Commercial Sexual Exploitation"*

General objective	To assess the project's achieved results and management model and provide advice for future adjustments and development.
Locations	Caquetá, Colombia, Mexico City and New York (optional)
Audience	The Women's Front and CATW staff, FOKUS, key stakeholders and other donors
Time scope	2015-2017
Timeframe	The evaluation, including writing of the report, is expected to be finalized by 04.06.18
Expected outputs	A report that describes the evaluation, the evaluation findings, lessons learned and recommendations.

1. BACKGROUND

The project was initiated in 2015 and is part of a year-long cooperation between the Women's Front of Norway (Kvinnefronten), the Coalition Against Trafficking in Women (CATW) and Forum for Women and Development, FOKUS. The objective is to combat trafficking in persons, especially in women and girls, for prostitution, to advocate for the Norwegian Sex Purchase Act (the Nordic Model) at national levels, and support survivor leadership to influence policies that address sex trafficking and commercial sexual exploitation.

The Women's Front of Norway, (WF) is a radical feminist organization founded in 1972 that fights against all oppression and exploitation of women. It is a non-partisan, independent, member organization based on volunteers that conduct comprehensive policy work, both locally, nationally and internationally. Since its foundation, WF has done their debts in the struggle for the right to abortion, for equal pay, for the Norwegian sex purchase act (the Nordic model), against prostitution, trafficking and pornography. Since its inception in the early 70 's, WF has enjoyed solidarity with international women's organizations and networks in most continents and have a number of projects funded by FOKUS. Networks and projects against purchase of sex and trafficking have been central all along. WF believes that the organization of women is a goal in itself.

WF is a founding member of many international feminist networks, (CATW, Abolish Prostitution Now), supporting survivor's organization as SPACE, national networks as "Fellesaksjonen mot porno og prostitusjon." Being active in international networks has given WF knowledge and experience to work for national laws against the purchase of sex in European countries in a cooperation with European Women's Lobby about prostitution.

FOKUS, Forum for Women and Development is a knowledge- and resource center for international women's issues and an umbrella organization consisting of more than 50 women's organizations based in Norway. FOKUS was established in 1995 and builds on a long tradition of North-South cooperation.

FOKUS works to promote women's empowerment, rights and access to resources. Through advocacy and international development cooperation, the organization will strengthen women's human rights and participation in society.

Project collaboration constitutes a key part of the activities of FOKUS. Through support to project-based cooperation between Norwegian organizations and their partner organizations, FOKUS aims to contribute to the improvement of the conditions of women internationally.

The Coalition Against Trafficking in Women, (CATW) has 29 years' experience in working against trafficking in women and children and commercial sexual exploitation, including prostitution, worldwide, establishing programs and projects in over 25 countries and supporting initiatives in several more. CATW and its coalition member organizations are highly skilled in policy, legal prevention, and direct services to combat prostitution and trafficking in women and girls. CATW staff members have a high level of specialized skills, from policy and legal to administrative and fundraising.

At the national and international levels, CATW collaborates with legislative advocacy groups to push for laws that incorporate ending demand into country legislation and National Plans. CATW's partners also engage in direct service provision and extend their partnership to local community groups and survivor-led movements, building upon the strength of the local and regional networks.

In the Latin American and Caribbean region, CATW operates through respective national networks in 25 countries. A Regional CATW in Latin America and the Caribbean (CATW-LAC) operates in most of the countries of the region and report cases of trafficking in women, girls and boys, for prostitution, and provides protection to victims. CATW-LAC aims at dialogue with government institutions and parliamentarians.

2. DESCRIPTION OF THE PROJECT

The project combines high-level advocacy to change the normative framework on sex trafficking and grassroots initiatives to change the attitudes of (potential) consumers of all forms of sexual exploitation. This includes educating and reaching out to decision-makers in governments and international bodies about the harms of sex trafficking; advocating for laws and policies that address the demand for commercial sex and its established links with sex trafficking; strengthening survivor networks and survivors' leadership and participation; and raising awareness with the public and media about sex trafficking and its links to violence and gender inequality.

The total budget for 2017 is approximately 1,9 million NOK (funded by NORAD). The Women's Front's own contribution is approximately 10% of the total budget. The project is run by The Women's Front in collaboration with CATW. FOKUS gives financial support, in addition to advice on the management of the project, including administrative and financial matters.

Outcome: Women and girls benefit from policies aimed at ending demand for sexual exploitation and sex trafficking

Outputs:

1. *Strengthened survivor-leadership network within the Coalition Against Trafficking in Women*
This is done by increasing the number of survivor leaders in CATW's network, conducting panels, campaigns and events with survivor led participation, and publishing articles that feature survivor stories.
2. *Strengthened abolitionist network in Africa to advocate for the Nordic Model*
This is accomplished by increasing alliances with relevant African-based organizations, creating

collaborative campaigns with members of CATW-Africa and calling on the African Union (AU) and governments to pass 'end demand' legislation.

3. *Increased influence on policies and stances of UN and its agencies on decriminalization and legalization of prostitution*

This is achieved increasing alliances with organizations to apply pressure against decriminalization and legalization, and by increasing the number of interventions regarding end demand legislation with the UN and established partners.

4. *Increased awareness and local commitment in Colombia on sex trafficking and the unacceptability of purchasing sex*

This is done through youth workshops and by promoting Municipal Mechanisms for Combating Trafficking in Persons

5. *Strengthened public understanding of the dangers of sex tourism and prostitution in Brazil during and after the Olympic Games*

This is done through a campaign during Olympic Games and following up strengthening the contact and coordination between organizations working against sex trafficking and prostitution

3. PURPOSE OF THE EVALUATION

The evaluation aims to obtain an independent assessment of the implementation of the WF/CATW project and its progress, effects and achieved results, based on the project's planned goals and results. The evaluation will also determine the project's relevance, efficiency, effectiveness, and sustainability, as well as provide specific recommendations to Women's front/CATW and FOKUS for future interventions. The assessment will cover the period from January 1st, 2015 to the date of completion.

Evaluation audience

The primary audience for evaluation review is The Women's Front, CATW int, CATW-LAC, Colombian partners, South African partners, and donors. The final report will be open to all.

Specific objectives

- Identify and assess the project's progress in achieving specific results and outcome and in contributing to the ultimate goal of the project
- Assess and analyze to which degree the programme's organizational model (structure, strategies and methodologies) has contributed to the achievement (or non-achievement) of the set goals.
- Assess the roles and contributions of CATW, CATW-LAC, ASOMUPCAR and The Women's Front in the project and analyze the added value of the network structure of CATW and the implementation of the project in the different countries.
- Identify lessons learned around addressing the central issue (policies aimed at ending demand for sexual exploitation and sex trafficking), managing the program and overcoming challenges or obstacles for project staff and partner organizations.
- Develop specific conclusions and recommendations that can optimize WF and CATW's opportunities and strengths for future interventions in targeted countries and globally.

4. METHODOLOGY

The evaluation will be conducted through a combination of deskwork and fieldwork, and can include the following activities:

- Desk review of all central documents of the project.
- Interviews with key actors: a. WF staff and volunteers in Norway, CATW staff in NYC and CATW-LAC staff in Mexico City; b. implementing partners in Africa, Caquetá and Brazil. c. Stakeholders and other relevant actors
- Interviews with beneficiaries of the programme

- Cost-efficiency analysis

Methodological aspects will be refined from the technical proposal approved at initial meetings with the selected consulting team. The evaluation will cover the following OECD/DAC criteria:

1. Assess the results:

Analyze the Project's progress, effects and achieved results measuring positive and negative aspects, as well as intended and unintended changes on women/girls, boys/men, institutions and society.

- What are the achievements that can be observed at this stage? To what extent has the project and its interventions contributed to these changes?

The assessment may include the following elements:

- If there have been negative impacts, has the project taken appropriate measures to mitigate such?
- How has the project contributed to global and national efforts against trafficking for sexual exploitation?

2. Assess the relevance:

Analyze the consistency of the project, its strategies and expected results to the actual situation of trafficking of women.

- Are the objectives of the project adequately addressing the root causes and the problem at hand?

The assessment may include the following elements:

- How important is the project for the different target groups and to what extent does it address their needs and interests?
- How has the project engaged local organizations and survivors of sex trafficking to achieve the expected results?
- Are stakeholders addressed adequately locally and global?
- Is the implementing strategy the most appropriate?

3. Assess the effectiveness

Analyze to which extent the achievements of the project are the result of the implementation of the planned activities

The assessment may include the following elements:

- Describe and discuss the effectiveness of the chosen programme model (strategies and methodologies, the selected partner organizations) to achieve the projects outcome
- What were the advantages of CATW int.'s role and organizational structure in helping the activity attain its objectives?
- What can be done to make the intervention more effective?

4. Assess the efficiency

To what extent are the costs involved justified, given the achieved changes/effects?

The assessment may include the following elements:

- Describe and analyze interventions that worked well and could be replicated and/or strengthened

- To which extent has the project ensured efficient use of resources between Mexico, Colombia, USA, Africa and Norway?
- How is the sustainability of the achieved results secured after the end of the programme?

5. DOCUMENTATION

All supporting documentation will be available to the evaluation team and include:

- Terms of reference of the external evaluation
- Program/ projects application, logical framework, results matrix, timeline and budget for 2015, 2016, 2017 and 2018
- Systems for planning, monitoring and evaluation
- Narrative and financial reports 2015 and 2016
- Semiannual and 9-months report 2017
- Publications and products financed by the project

6. DELIVERABLES

- A specific methodological proposal for how the team proposes to operationalize the terms of reference for the evaluation, including stated research techniques and –tools, as well as a detailed work plan with a time schedule and a detailed budget
- An inception report (maximum of 30 pages)
- An evaluation report in Word and PDF. The main sections of the evaluation report shall include:
 1. Introduction
 2. Executive Summary (achieved results, lessons learned and main conclusions and recommendations)
 3. Explanation of applied methodology, scope, limitations and contents of the evaluation
 4. Description, analysis and assessment of the project on the basis described in the specific objectives of the evaluation.
 5. Project analysis based on core evaluation criteria (effectiveness, relevance, efficiency, impact and sustainability).
 6. Assessments of the contributions made by the project to influence policies on sex trafficking and prostitution globally and to strengthen survivors network and the abolishment network in target countries.
 7. Conclusions and recommendations about project implementation and achievements as well as other assessed areas of the evaluation. Recommendations should be practical and if necessary divided for various actors and stakeholders.
 8. Annexes: methodological proposal, work plan, list of activities, interviews and sessions for evaluation; and other relevant documents prepared for evaluation

7. EVALUATION TIMETABLE

The evaluation, including writing of the report, is expected to be finalized by June 4th, 2018. A preliminary estimation of the timetable for the evaluation process follows below. The dates mentioned in the table may be changed with the agreement of all parties concerned.

Announcement of evaluation assignment	12.02.2018
Deadline for submission of proposals	09.03.2018
Selection of Evaluation team	19.03.2018
Initial preparation, reading of documents, inception report	12.04.2018
Interviews WF staff/volunteers, FOKUS, CATW/CATW-LAC staff.	April

Interviews/discussions with target groups Interviews with stakeholders (the scope of relevant stakeholders will be defined in the initial meetings with WF/FOKUS)	April/May
Submission of draft report	14.05.2018
Discussion with WF/CATW/FOKUS on draft report, findings and recommendations	Week 20/21
Feedback/comments from WF/CATW/FOKUS.	Week 21/22
Submission of final report	04.06.2018

8. BUDGET

A total of up to NOK 200 000, approximately USD 24 000 incl. VAT and taxes will be allocated for the total evaluation, to cover all costs. Estimate includes travel costs of the evaluation team, the total number of working days needed for the evaluation team, per diem, accommodation, and any other relevant cost.

9. AUTHORSHIP AND PUBLICATION

The final report will be open to all. A temporary report should be orally presented in Spanish to local partner ASOMUPCAR in Caquetá, Colombia.

10. THE EVALUATION TEAM

The evaluation team will work closely with WF/FOKUS on the planning and implementation of the evaluation, and with a reference group on logistics and practicalities related to field trips and interviews with stakeholders. The reference group will have representatives from FOKUS, WF and the partner organizations, and the division of labor within the group will be further clarified upon signing of contract.

The team shall have a designated team leader and a strong female representation. WF/FOKUS are responsible for selection and briefing of the evaluation team. The partner organizations will play a supportive role including logistics and mobilization.

The evaluation team must:

- Have extensive knowledge on women's rights, violence against women and international advocacy processes. A clear advantage is to have knowledge on trafficking and sexual exploitation.
- Have demonstrable experience of producing high quality, credible evaluations (examples required)
- Have demonstrable experience of working with/evaluating development cooperation through NGO work
- Be fluent in English and Spanish (spoken and written).

The team leader should develop a Terms of Reference for other team members to clarify roles, division of work and deliverables. The evaluation team must be free of any conflict of interests regarding the writing and submission of the evaluation and be prepared to confirm that they are evaluating independently of external influences. None of the members of the evaluation team may have a stake in the outcome of the evaluation.

11. RESPONSIBILITY OF WF, CATW, FOKUS AND THE EVALUATION TEAM

The Women's front and FOKUS' responsibility

- Selection and briefing of the evaluation team

- Inputs to design the evaluation, key questions for research, providing information materials, providing feedback of the evaluation
- Support in arranging field activities with partner organizations and other stakeholders and acting as the liaison with the evaluation team
- Comment and provide input to the report
- Approve all the products

CATW and CATW-LAC will play a supportive role including logistics.

The evaluation team's responsibility

- Carrying out the evaluation
- Day-to-day management of the evaluation process
- Logistical arrangements for field visits if necessary
- Regular progress reporting to Women's front and FOKUS
- Development of results and recommendations
- Production of deliverables in accordance with contractual requirements.

12. PRESENTATION OF THE TECHNICAL PROPOSAL

The technical proposal should contain:

- Profile of the evaluation team.
- Proposed approach, methodology, timing and outputs – detailed description of the way the evaluation team would respond to the ToR. Include the number of persons-days in each specialization considered necessary to carry out all work required
- A detailed workplan
- Proposed team structure and team members (include CVs)
- Professional fee quotation indicating envisaged actions, the requested fee for the work in the job description
- Letter of interest (max one page)

Any request for clarifications should be referred to Hilde Bjørnstad, Kvinnefronten, hildebjornstad@gmail.com with copy to Carolina Maira Johansen, FOKUS, cmj@fokusvinner.no

Proposals should be sent to: hildebjornstad@gmail.com with copy to cmj@fokusvinner.no

Deadline for submission of the technical proposal: 09.03.2018

After careful review of the proposals received, a final decision will be communicated no later than 19.03.2018

**The Women's Front/Kvinnefronten
FOKUS, Forum for Women and Development
February 12th, 2018**