



Activity Title: Collection and Documentation of Good Practices, Achievements, and Lessons Learned

Location: Uganda

Provisional Workplace: Kampala (with travel to other relevant locations as necessary)

Duration: 60 Consultancy Days (in two tranches of 30 days)

1. Background

TeamUp is a collaborative development initiative led by the German Federal Ministry for Economic Cooperation and Development (BMZ), co-funded by Deutsche Stiftung Weltbevölkerung (DSW), Hanns R. Neumann Stiftung (HRNS), and Siemens Stiftung. This program targets key sectors—health (sexual and reproductive health), agriculture (agribusiness), and water supply (focusing on access to safe and reliable water and menstrual hygiene management)—to enhance the livelihoods of young people aged 15-30 in rural Uganda.

By addressing the interconnected nature of these sectors, TeamUp aims to improve overall well-being, empower youth, and promote sustainable development. The initiative seeks to document and share good practices, achievements, and lessons learned to facilitate future scaling and replication of successful strategies.

Between 2018 and March 2022, the TeamUp pilot focused on 5 sub-counties in Mityana District. In April 2022, TeamUp was replicated at the meso level to cover seven additional sub-counties (5 in Mityana and 2 in Kassanda). Whave's work covers the entire Kassanda district. In total, TeamUp Uganda targets 9,024 direct beneficiaries and approximately 290,000 indirect beneficiaries. Whave also works in three other districts which include Nakaseke, Kyegegwa and Kikuube. At the macro-level, stakeholders are addressed at the national level, i.e. NGO networks and associations, parliamentary bodies, ministries, and development partners.

2. Overall Learning Objectives and Specific Objectives

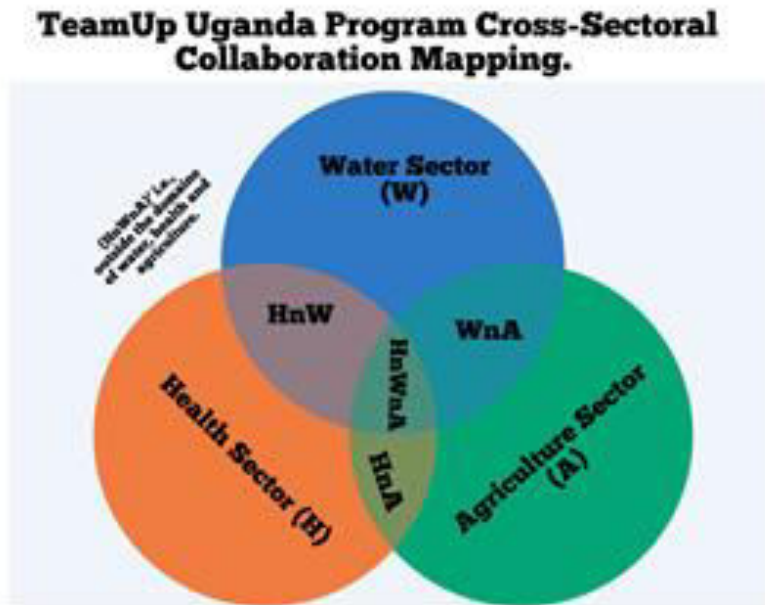
To ensure that all the lessons learned and best practices illustrate how and why the TeamUp Uganda program attributed to a domain of change (desired and undesired) to inform replication, both within and outside the program (Community of Practice and Potential Replicating Organizations). The key areas of focus are: (1). behavioral change, (2). change in the lives of youths and community at large, (3). strategic changes in the institutions collaborating with the program, (4). self-reliance (sustainability) for both individuals and institutions, (5). Meeting the needs of the youths, and (6). Alignment with the program logical model.

The consultancy aims to achieve the following objectives:

- a) **Identify, Document, and Share Lessons Learned and Best Practices:** Gather and systematically document best practices and lessons learned from the implementation of

Terms of Reference: TeamUp Lessons Learned and Practices

TeamUp in Uganda, focusing on cross-sector strategies that leverage synergies among health, agriculture, and water. The prioritization ratio of cross-sectoral collaboration (HnW, WnA, HnA, or HnAnW) to individual sector-based (W, A or H) lessons learned and best practices should be 70%:30%.



- b) **Identify Cross-Sector Strategies:** Highlight effective strategies that address the interdependencies between health, agriculture, and water, emphasizing how these sectors can work together to create more significant impacts on youth livelihoods. The assignment shall build on the domains of change mapped during the program's phase, which are as follows:
1. Improved access to services
 2. Governance and advocacy
 3. Partnership and collaboration
 4. Mindset change
 5. Institutional and systems strengthening.
- c) **Analyze Data and Insights Using MEAL Framework:** Employ the Monitoring, Evaluation, Accountability, and Learning (MEAL) framework to analyze data, ensuring a comprehensive understanding of project impacts, challenges, and the integrated nature of interventions across sectors.

- d) **Produce Comprehensive Reports and Presentation Materials:** Develop a detailed report and engaging presentation materials for stakeholders, underscoring the importance of inter-sectoral coordination and providing actionable recommendations for future initiatives.

3. Scope of Work

The consultancy will be carried out over the course on the year in two tranches, one to be completed by the end of the year and the other by October 2025.

The consultant will be responsible for the following tasks:

- a) **Thorough Review of Existing Documentation:** Conduct a detailed review of all relevant project documentation, including progress reports, monitoring data, and stakeholder feedback, to inform the analysis and identify existing best practices.
- b) **Utilization of MEAL and MSC Methodologies:** Apply MEAL principles and the Most Significant Change (MSC) methodology to evaluate project activities. This will focus on fostering accountability and promoting a culture of learning, identifying the most significant changes as perceived by beneficiaries.
- c) **Stakeholder Engagement:** Engage a diverse range of stakeholders—consortium partners, beneficiaries, community leaders, and local government representatives—to gather comprehensive perspectives on the project's impact and to highlight successful cross-sectoral collaborations.
- d) **Documentation of Case Studies:** To coordinate and collaborate with the program team to map and using this information compile at least fifty (50) compelling case studies that showcase successful interventions and effective strategies employed during the program, particularly those that demonstrate the value of cross-sector collaboration. The breakdown per sector and cross-sectoral is as below:
- 3-5 for Agriculture sector.
 - 3-5 for Health Sector.
 - 3-5 for Water sector.
 - 10-15 Cases for Health and Water.
 - 10 - 15 cases for Water and Agriculture.
 - 10-15 cases for Health and Agriculture.
 - 10-15 cases for Health, Water and Agriculture.



- e) **Comprehensive Reporting:** Prepare 2 reports (2024 and 2025) that includes:
 - An executive summary that captures key findings succinctly.
 - Detailed key findings along with actionable recommendations for stakeholders.
 - Methodological notes on data collection and analysis processes.
 - Best practices and lessons learned, with implications for future programming.
- f) **Presentation of Findings:** Present findings to TeamUp partners and stakeholders in a clear, engaging manner, ensuring that key insights on cross-sector collaboration are highlighted.

4. Deliverables

The consultant will provide the following deliverables:

- a) **Inception Report:** An outline detailing the methodology, data collection tools, and a proposed timeline, due within 5 days of contract signing.
- b) **Draft Report:** A preliminary version of the report for review by TeamUp partners, incorporating initial findings, due 20 days into the consultancy.
- c) **2 Reports (2024 and 2025):** A comprehensive final report that integrates feedback from the draft report and includes tailored presentation materials for stakeholders, due 35 days into the consultancy.
- d) **Case Studies Documentation:** At least 50 detailed case studies that illustrate significant achievements and effective cross-sector collaborations (these will be drawn from implementing staff and documented by the consultant).

5. Methodology

The consultant will employ the following methodological approaches:

- a) **Desk Review:** Analyze existing documents, including project reports, monitoring data, and stakeholder feedback, to gain insights into the program's implementation and impact.
- b) **Interviews and Focus Groups:** Conduct interviews and focus group discussions with diverse stakeholders, including project staff, beneficiaries, and community leaders, to capture qualitative insights that inform the analysis.
- c) **Data Analysis:** Apply MEAL frameworks and MSC methodology to assess project performance, relevance, impact, and sustainability, ensuring a holistic view of the program's

effectiveness.

- d) **Participatory Approaches:** Engage stakeholders in reflective discussions to foster learning, ownership, and a deeper understanding of the successes and challenges faced during the project.

6. Technical Considerations

The consultant should possess:

- a) **Strong familiarity with MEAL Frameworks:** Expertise in applying MEAL principles to ensure data-driven insights and effective evaluation.
- b) **Experience in Data Collection and Analysis:** Proficiency in both qualitative and quantitative data collection methods, as well as experience in data analysis.
- c) **Excellent Communication Skills:** Strong communication and facilitation skills to effectively engage stakeholders and present findings clearly.
- d) **Understanding of Socio-Economic Context:** A comprehensive understanding of the socio-economic context of youth development in Uganda, particularly concerning health, agriculture, and water management.

7. Qualifications

The ideal candidate will have:

- a) **Relevant academic background:** A degree in social sciences, development studies, public health, or a related field.
- b) **Proven M&E experience:** Demonstrated experience in monitoring and evaluation, particularly in youth-focused development programs.
- c) **Strong writing skills:** Ability to produce high-quality reports and documentation that effectively communicate findings.
- d) **Ability to work independently and collaboratively:** Capacity to work autonomously while fostering collaboration within a diverse team environment.

8. Reporting Line

The consultant will report to the TeamUp Head of the Program Coordination Unit and will collaborate closely with implementing partners, stakeholders, and community representatives throughout the consultancy period.



9. Application Process

Interested candidates should submit the following:

- a) **Current CV:** Detailing relevant experience and qualifications.
- b) **Narrative and Financial Proposal:** Outlining the proposed approach and methodology for the consultancy, emphasizing cross-sector collaboration. A detailed budget breakdown for the consultancy.

10. Deadline for Submission

All applications must be submitted by 15th November 2024 and should address their communication to the Head of the PCU. The documents should be sent to info@a4huganda.org, copying monica.basemera@a4huganda.org, teamupug_jobs@a4huganda.org.

