

# Call for Proposals – Monitoring, Evaluation and Learning

## Changing Laws, Changing Lives



### 1. Overview of Services

The Trust is seeking an agency/team of consultants (**‘the Consultant(s)’**) to: (i) develop and design a monitoring and evaluation plan and analysis framework for the Trust’s Changing Laws, Changing Lives programme; (ii) develop tools and collect data to conduct the monitoring of the programme; and (iii) analyse the data to produce a comprehensive monitoring, evaluation, and learning report. The evaluation is expected to analyse the effectiveness of the programme activities and outputs to achieve the intended outcomes, and to provide recommendations for maximising impact and achievement of the specific outcomes. The evaluation will assist the Trust in developing further work plans.

- Location: Remote
- Languages Required: English
- Starting Date: As soon as possible
- End Date/Duration of Programme: 31 March 2022
- Delivery of all final products by: 31 August 2022
- Application Deadline: 13 October 2021
- Budget: max. £15,000

### 2. The Human Dignity Trust

#### 2.1. About Us

The Human Dignity Trust (the Trust) is an organisation of international lawyers supporting local partners to uphold international and constitutional human rights law in countries where private, consensual sexual conduct between persons of the same sex is criminalised.

Over 70 jurisdictions globally criminalise consensual same-sex intimacy, putting LGBT people beyond the protection of the law and fostering a climate of fear, stigma, discrimination and violence. Many of these laws sit alongside other sexual offences laws that discriminate against or fail to protect women, children and other marginalised groups.

The Trust provides technical legal assistance upon request to local human rights defenders, lawyers and governments seeking to eradicate discriminatory laws and improve protection against violence and hate crimes.

#### 2.2. Changing Laws, Changing Lives

Since 2016, the Trust has been analysing the need and options for legislative reform of sexual offences and related laws that discriminate against LGBT people, women, children and other marginalised groups.

In this latest phase of our successful, ongoing programme of supporting legislative reform, “*Changing Laws, Changing Lives*” (CLCL), the Trust has secured funding from the Foreign, Commonwealth and Development Office between 1 September 2021 and 31 March 2022.

This funding enables us to consolidate and build on work undertaken in the earlier phases and to lay the groundwork for future phases, leading the way in providing technical expertise and resources to deliver reform of sexual offences, hate crimes and anti-discrimination legislation.

We provide this support to government and civil society stakeholders in the form of legal research and tools, country and thematic policy papers, technical legal workshops and trainings, technical legal assistance with legislative drafting, consultation mechanisms and related legal processes, and complementary technical assistance with media and communications strategies.

The programme to be evaluated under this Call for Proposals forms part of our broader law reform mandate, which also includes supporting strategic litigation to challenge laws that persecute people on the basis of their sexual orientation and/or gender identity, and an awareness of the Trust and the work we do is essential.

### 3. Background

In many cases the sexual offences laws across the Commonwealth are, to a large extent, legacies of the British Empire. While these laws have long since been amended, updated or repealed in the UK, they remain on the statute books in many of the former colonies, despite the subsequent enactment of modern Constitutions and ratification of international human rights treaties with which many of these laws do not comply.

In some countries, sexual offences laws have been updated to reflect international norms and good practice. On occasion, such change has been effected through targeted reform of specific provisions and, in other cases, through a wholesale re-writing of the sexual offences legislation. In some cases, this has been driven by political leadership and in other cases it resulted from judicial decisions or other domestic and international pressure. Apart from updating their sexual offences legislation, some countries also choose to pursue additional protective measures for vulnerable populations, including anti-discrimination and/or hate crimes legislation.

In this phase of our work, the Trust is providing technical assistance to government and civil society stakeholders in 11 countries to support the reform of discriminatory laws, with a particular focus on sexual offences laws that discriminate against women and girls and LGBT people, anti-discrimination laws, and hate crime laws, with the purpose to reduce violence and discrimination against these vulnerable groups in Africa, Asia, the Caribbean, and the Pacific.

The CLCL programme has three main outcomes:

- 1) Government stakeholders have access to the legal and communications technical expertise and resources to understand gaps in current legislation, draft replacement legislation and undertake the full cycle of legislative reform, from analysis to drafting, consultation, passage, and implementation.
- 2) Civil society stakeholders have access to the legal and communications technical expertise and resources to meaningfully engage in the legislative reform process. Increased capacity of civil society organisations to participate in legislative change around sexual offences, anti-discrimination and/or hate crime legislation.

- 3) Key stakeholders from government, civil society and the public have increased understanding and acceptance of the need to ensure equal protection for vulnerable groups through the reform of discriminatory laws, by having access to research and technical tools.

Indicative activities include:

Legal technical assistance:

- Legal gap analyses
- Legal change strategy development
- Technical papers development
- Legal capacity building workshops
- Advocacy & stakeholder engagement
- Legislative drafting
- Development of supporting materials
- Co-creation/Validation workshops

Communications technical assistance:

- Polling, focus groups, interviews
- Message development and testing
- Strategy development
- Assets/content development and roll-out.

## 4. Purpose

The purpose of the evaluation outlined in this Call for Proposals is to analyse the effectiveness of the CLCL programme activities and outputs to achieve the intended outcomes, to identify the challenges, and to provide recommendations for maximising impact and achievement of the specific outcomes.

The activities that will be evaluated until 31 March 2022 are part of an ongoing programme of work, and a baseline has been established through monitoring and evaluation of earlier phases of work. The purpose of this evaluation is to document learning, gauge the effectiveness of the Trust's programming approach, and assess the results delivered through the programme. The findings should support the Trust's programme team in its future programming and strategy. The consultant will be required to assess the project against the criteria of relevance, effectiveness, coherence, and sustainability of the project interventions. Furthermore, the results of the evaluation will be reported to the programme's funder.

In particular, the evaluation will:

- Assess the extent to which the project has met its expected results as per the programme's Results Framework;
- Identify the most significant change that occurred because of programme activities;
- Assess the strengths and weaknesses of the programme and provide recommendations regarding areas for improvement for future phases of the programme;
- Formulate lessons learnt from the programme's implementation and introduce recommendations to improve the design and delivery of future phases of the programme;

- Identify success stories and clearly describe the role of the project activities and partners;
- Identify opportunities for the sustainability of the project outcomes.

## 5. Services

The Consultant(s) shall conduct the following services:

- Hold an inception workshop with the Trust's programme team to inform the development of a research plan/research questions and methodology.
- Produce an inception report by 1 November 2021.
- Collect data using the agreed tools and in accordance to the work plan agreed in the inception report.
- Produce a first draft of the MEL report by 30 April 2021 and present it to the Trust's programme team during a 1.5 hours meeting.
- Produce a final draft of the MEL report by 20 May 2021, incorporating any feedback from the Trust.
- Deliver a workshop to the Trust's programmes team with a focus on the learnings that come out of the final MEL report and next steps by 31 May 2021.

## 6. Deliverables

The consultants shall deliver the following:

- Inception Workshop with the Trust's programmes team to inform the development of a research plan/research questions and methodology
- Inception Report which should include:
  - Table of Contents;
  - Detailed Methodology, including assumptions, research questions, risks and mitigation strategies;
  - Research tools;
  - Stakeholder mapping;
  - Work plan for data collection;
  - Timeline for completion of the assignment.
- First Draft of the MEL Report, to be presented to the Trust's programmes team during a meeting no longer than 1.5 hours.
- Final Report, no longer than 65 pages + Annex, which should include:
  - Table of Contents;
  - List of tables and figures;
  - Executive summary of no more than 4 pages

- Introduction
- Findings and supporting evidence
- Analysis and recommendations – The closing section of the report will provide a reasoned and balanced assessment of the overall relevance and performance of the programme, indicating strengths and weaknesses, and recommendations for the future of the work.
- Annex
  - List of people interviewed
  - List of key documents consulted
  - Any case studies – Illustrative case studies should be no more than 2-3 pages, succinctly spelling out the background context, what happened and what resulted from it. They should also provide substantiating evidence, for example, in the form of quotations, anecdotes or testimonies; referencing to documents relevant to the case.
- Learnings & Next Steps workshop – the Consultant(s) shall deliver to the Trust’s programmes team a presentation on the learnings which come out of the report and recommendations for next steps.

Please note, the selected Consultant(s) shall agree to assign to the Trust all right, title and interest in and to all the Deliverables produced, including without limitation everything outlined above and any analyses/reports/presentations//pictures/recordings/footage, which shall be the sole and exclusive property of the Trust. The Consultant(s) shall not make any use of any of the Deliverables in any manner whatsoever without the Trust’s prior written consent.

For the avoidance of doubt, any intellectual property (i) owned by the selected Consultant(s) prior to the signing of any contract between the selected Consultant(s) and the Trust, and (ii) any intellectual property independently developed by the selected Consultant(s) otherwise than pursuant to any contract with the Trust, would not be caught by the above assignment.

## 7. Payment

The Consultant(s) should submit the total budget in the proposal with detailed breakdown including any applicable government taxes. Milestone Payments shall be effected upon receipt of invoices and according to the following proposed Milestones:

<b>Milestone Payment</b>	<b>Milestone(s)</b>	<b>Milestone Payment Amount</b>
<b>I</b>	Signing of the contract	10% of Budget
<b>II</b>	Approval of Inception Report	20% of Budget

<b>III</b>	Approval of First Draft of the Report and completion of presentation workshop	30% of Budget
<b>IV</b>	Satisfactory completion, submission and approval of the final report, learnings & next steps workshop and all remaining Deliverables	40% of Budget

## 8. Methodology

The Consultant(s) shall be responsible for producing the methodology and budget for this assignment, which will be presented in their proposal. The methodology and other relevant aspects of the proposal will be further developed and refined in the Inception Report, in collaboration with the Trust’s Senior Advocacy Advisor. The methodology should be designed with a focus on cyclicity in mind. The programme is designed to run for three years, pending funding, and as such, a proposal addressing this long-term programme horizon would be welcome, even though the data collection and analysis for this phase of work will be limited to 31 March 2022.

Please note: while the Trust will be providing technical assistance to partners in 11 countries during this phase of the programme, given the relatively short timeframe of the current funding cycle, the proposal should be based on the assumption that a representative sample of countries/activities will be chosen for the evaluation.

The evaluation will be both an objective and consultative exercise, and should include, but not be limited to, the following elements:

- Documentary review: a review of relevant documentation; including the original programme proposal; programme reports and updates; research reports; briefings; audio-visual material.
- Stakeholder interviews: including with the Trust’s programmes team; government partners; civil society partners; and technical experts engaged in the programme activities. Indicators to assess the progress and impact of the programme will be developed in consultation with local partners and stakeholders.
- Observing activities: virtually follow some of the on-the-ground activities implemented by the Trust and/or local partners.

The Consultant(s) will be expected to use a ‘do-no-harm’ approach when designing and implementing the external evaluation. Particular attention will be given to the sensitive and security-relevant nature of working on LGBT human rights in criminalising countries when developing the methodology for data collection. Extra care will be needed to ensure that information is not mishandled or inappropriately shared and that it complies with the EU General Data Protection Regulation.

## 9. Experience Required

The Consultant(s) will be expected to have the following skills and experience:

#### Essential:

- Advanced degree (Master's or higher) in law, political science, development studies, social sciences, human rights and/or other related fields;
- At least 5 years demonstrated working experience in project/programme monitoring and evaluation, particularly regarding human rights-related activities;
- Experience in conducting evaluations of intersectional programmes seeking to advance the human rights of LGBT people, and of their specific sensitive and security-relevant nature;
- A proven record of delivering professional outputs against Terms of Reference;
- An excellent grasp of the theory and practice of evaluating programmes focused on human rights-related outcomes;
- An advanced command of English;
- Good drafting and excellent writing skills;
- Ability to work flexibly;
- Ability to work with tight deadlines.

#### Desirable:

- Knowledge and experience of evaluating legislative reform programmes;
- Experience working in the Commonwealth space.

## 10. Reporting

The Consultant(s) shall report to the Trust's Senior Advocacy Adviser who will closely and regularly monitor progress made on the Services. During the reporting process, the Consultant(s) also will seek written approval from the Trust's Senior Advocacy Adviser should any need to depart from the agreed outline arise, or for any other issue entailing a change of the conditions detailed in this Call for Proposals.

## 11. Code of Conduct and Confidentiality

The Consultant(s) is/are under an obligation to confirm that they have no conflicts of interest and to report all potential conflicts of interest prior to the signing of a contract in relation to the Services detailed under this Call for Proposals, including all personal or professional relationships that may compromise their independence or objectivity.

The Consultant(s) shall act in a respectful and professional manner and shall not disclose information or make statements that could harm the Trust, its staff or Board or its partner organisations. The Consultant(s) shall not disclose any confidential or classified information connected to this research assignment to any third party, either during or after the consultancy. The obligation of confidentiality includes information on personnel matters obtained during this contract period. The Consultant(s) shall be subject to confidentiality and non-disclosure obligations

as part of the Trust's standard contracts and must comply with all relevant data protection laws and regulations including the General Data Protection Regulation.

## 12. Submission of Proposals

The Consultant(s) shall submit both a Technical and a Financial Proposal.

The Technical Proposal should outline how the Consultant(s) propose to address the Purpose of the assignment, considering the Background of the programme, both elaborated above. The Technical Proposal should include a proposed methodology, ethical standards, examples/samples of work products of a similar nature prepared exclusively by the Consultant(s), and an up-to-date CV of the Consultant(s). The Financial Proposal shall provide a detailed breakdown of units and unit rates for professional fees, travel costs and applicable taxes required to complete the assignment.

The deadline for submission of proposals is Wednesday, 13 October 2021 at 23:59 (UTC/GMT +1). Proposals not meeting the requirements will be automatically disqualified.

Please send your application to [administrator@humandignitytrust.org](mailto:administrator@humandignitytrust.org), with the subject line "CLCL MEL Proposal – [name of Consultant(s)/agency]".