

ToR Independent Evaluation Consultant

2022 TAP Network Independent Evaluation

Background on the TAP Network

The Transparency, Accountability, and Participation (TAP) Network is a broad international coalition of civil society organizations (CSOs) working together to advance SDG16+ to promote peace, justice, and inclusive societies, and to help enhance accountability for the 2030 Agenda for Sustainable Development and the Sustainable Development Goals (SDGs).

The TAP Network includes hundreds of civil society organizations operating in every region of the world, with TAP's work evolving to not only coordinate collective global advocacy on behalf of its members, but to also provide indirect or direct support to its members to advance SDG16+ and SDG accountability in their own contexts.

The TAP Network includes and engages some of the foremost expert organizations working to advance SDG16+ and social accountability at all levels. TAP's membership includes a diverse range of organizations, including local and grassroots groups, national, regional and thematic CSO networks, and international NGOs and independent think tanks.

Context and overview

In an effort to help strengthen its overall effectiveness and impact, the TAP Network is looking to undertake an independent evaluation of its work, which will inform any potential improvements and future initiatives in these important years to come. This analysis will include not only a review of TAP's current overall effectiveness in the SDG16+ and 2030 Agenda civil society space, but it will also examine the state of membership engagement within the network. The independent evaluation will also provide concrete recommendations that can be extracted from the learnings from the analysis around these two key aspects of TAP's work, that can be taken forward by the TAP Network's leadership and membership going forward. This independent evaluation will also take into account the results of the forthcoming TAP Network Membership consultation survey, as well as insights from previous TAP consultation surveys.

The TAP Network is seeking a consultant(s) to conduct a detailed review of future hosting and governance options for TAP, as well as an evaluation of TAP's work from the past two years (starting from 1 January 2020), dating back to the latest phase of its work following upon the 2019 High-Level Political Forum on Sustainable Development (HLPF), and the election of the 2020-2021 TAP Network Steering Committee. This consultant will assess and provide an analysis of TAP's current work and impact, as well as the effectiveness of the network's membership engagement to-date, and will provide recommendations and options for the TAP Network to improve its work, based on the key areas extracted from the evaluation's analysis.

Objectives:

1. To better understand the TAP Network's overall impact on the SDG16 and 2030 Agenda spaces, particularly since the end of 2019
 - How has the TAP Network made a positive or negative impact in the overall SDG16+ realm as it relates to advancing SDG16+ at the international level?
 - How has the TAP Network done in achieving its over-arching goals set out in the 2020-2022 Strategic Plan? And why has the TAP Network done well/poorly in relation to these strategic goals
2. To provide an assessment of how the TAP Network has fostered greater collaboration and coherence in the SDG16+ and 2030 Agenda spaces amongst civil society, including through the engagement of its membership
 - How has the TAP Network done in engaging with its membership and civil society more broadly, and what positive or negative impacts has it had in these spaces?
 - How can the TAP Network improve its structures, working methods or programmes to more effectively provide a platform for engagement, sharing, learning and advocacy amongst civil society?
3. Provide recommendations for the TAP Network's leadership and membership to take forward, related to the analysis of TAP's work
 - Taking into consideration the analysis of the TAP Network's programmes and impact, what has worked and what has not worked to-date? What areas can the TAP Network improve upon, or where should the TAP Network invest more time and focus on in its substantive work, and related to enhancing its Membership Engagement?
 - How can the TAP Network's new Strategic Plan from 2023 onwards reflect the learning from the impact analysis, and how can it provide a more explicit added-value to its membership?

Approach and Methodology:

The TAP Network is flexible on a range of analysis and methodological approaches for this evaluation. However, we hope that the review will be undertaken with a multi-stakeholder and in a participatory manner, reflecting the diversity of its members, and primary focus on engagement with its membership. The evaluation will provide an analysis of TAP's work from 1 January 2020 to the present day.

This evaluation is expected to culminate into a written report to the TAP Network Steering Committee and Secretariat, and will ideally involve inputs including, but not limited to:

- Insights from the 2022 TAP Network Membership Consultation survey, and any other relevant consultations or surveys with TAP's membership
- Interviews with key members of the TAP Network's leadership, such as Steering Committee members or TAP Secretariat staff
- Interviews with key TAP Network partners in the SDG16+ space, including UN, government or other SDG16+ coalition partners or others
- Interviews with other key members of TAP's membership, as appropriate
- Reports to donors from the time period being analyzed

Timeline, Deliverables and Budget:

- **Early-June 2022:** Beginning of work and agreement on scope and methodology of evaluation with TAP Network Steering Committee and Secretariat
- **Early-June to late-June 2022:** Interviews with key stakeholders and collection of data and research for analysis
- **Mid-July 2022:** Draft report delivered to the TAP Network Steering Committee and Secretariat for review
- **Late-July 2022:** Finalization of report, based on inputs from TAP Steering Committee and Secretariat

The total budget for this evaluation is \$7,000 USD, which we expect will be paid for a total of roughly 20 days across the roughly 2 month period of this work.

Qualifications of Consultant:

- A proven track record of undertaking similar civil society governance reviews and evaluations, particularly for civil society coalitions or networks
- Knowledge of the 2030 Agenda and the SDGs, specifically around SDG16+, as well as a strong understanding of the civil society space
- Familiarity with civil society advocacy campaigns, particularly around the 2030 Agenda and issues related to SDG16
- Proven track record in working with civil society organizations and networks
- Demonstrable quantitative and qualitative analytical skills and experience in synthesizing complex issues and processes into clearly understandable outputs
- Excellent interpersonal and communication skills, both written and verbal
- Ability to deliver on tight time frames and meet deadlines
- Experience and in-depth knowledge of the dynamics of large-scale and multidimensional civil society coalitions or networks, and institutional arrangements for operational support to these initiatives
- Ability to work on a tight timeline and in consultation with the TAP Network and partners, and resourcefully drawing on additional outside expertise as needed to complete the work
- Language requirements: preference will be given for candidates that are fluent in at FR and EN

Proposal Submissions:

Qualified candidates and teams should send a brief proposal of their intended work for this evaluation, which should include:

- A brief cover letter describing their interest in the work;
- A 1-2 page CV for each team member describing their qualifications and experience;
- Up to 2 pages technical proposal outlining the methodology and approach envisaged for this evaluation;
- A brief budget overview for the evaluation, in line with the outlined budget in this Terms of Reference

Proposals should be submitted by no later than Midnight NY time on Monday, 30 May 2022 by email to secretariat@tapnetwork2030.org using subject "TAP Network Independent Evaluation Application"