



PLATFORM FOR LABOUR ACTION

"Advocates for vulnerable and marginalized workers"

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TERMS OF REFERENCE FOR END OF PROJECT EVALUATION.

TITLED: LEGAL AID FOR POOR, VULNERABLE AND MARGINALISED PERSONS IN UGANDA.

1.0 Introduction:

PLA is an NGO with 20 years' experience and expertise in implementing access to justice, human rights and social justice programs targeting low-income earners, exploited workers mainly women, youth and children in the informal sector. Under the PLA strategic plan 2014/2018, the project "Legal Aid For Poor, Vulnerable And Marginalized Persons In Uganda" contributed to the human rights and accountability thematic area that aims at creating responsive communities and strengthened systems and structures that support vulnerable and marginalized persons to enjoy their rights.

1.1 Project background:

In May 2018, Platform for Labour Action was awarded a funding grant by the Democratic Governance Facility (DGF) to implement a three Project Title: **Legal Aid for Poor Vulnerable and Marginalized Persons in Uganda (LAPVMU)** from 15th May 2018 to 14th May 2021. The implementation of this project was further periodically extended through a series of addendums and last addendums ends 30th September 2022.

The main problems addressed by this project was the limited legal support for poor and vulnerable persons to access justice when they are faced with justice needs ranging from work place disputes, land disputes, family disputes including domestic violence, separation, divorce, difficulty obtaining child support and maintenance.

1.2 Project Results:

It was anticipated that the Implementation of this project would lead to the following outcomes

- a) Increase legal protection for poor, vulnerable and marginalized persons from abuse and exploitation;
- b) Improve compliance with labour and employment standards amongst employees and employers in the formal and informal sector; and

Board Members:

Ms. Patricia Atim P'Odong – Chairperson	Ms. Sarah Nannyanzi - Treasurer	Mr. Abdullah Mayanja Kambugu - Board Member	Ms. Lilian Keene-Mugerwa - Advisor
Prof. Rwabukwali. B. Charles - Vice Chairperson	Dr. Fredrick Immanuel Kindi - Board Member	Ms. Beatrice Ngozi Mulindwa – Board Member	
	Ms. Rita Sembuya - Board Member	Ms. Grace Mukwaya Lule – Board Secretary	



c) Increase protection of vulnerable migrant workers against exploitative labour. The attainment of the project outcomes would then contribute to Sphere 3 - protection of human rights, access to justice and gender equality that contributes to the attainment of DGF high level outcome 4 on strengthening rule of law and improved access to justice for all.

1.3 Project Location:

The project has been implemented in three regions of Uganda; Central region- it has been implemented in Greater Kampala Metropolitan City which covered (Kampala, Wakiso, Mukono, Mpigi), In Eastern region, the project has been implemented Iganga, Kaliro, Bugiri, Busia, Tororo, Bugweri districts and in Northern region, the project has been implemented in Lira, Dokolo and Amolatar.

It is against this back ground that PLA is seeking the services of an independent consultant to work alongside the Monitoring and Evaluation team of the organization to undertake an end of project evaluation of the Legal Aid Project.

2.0 Main Objective of the End of Project evaluation:

The main aim of this evaluation is to ascertain the outcomes, relevance, efficiency, effectiveness, coherence, impact, sustainability, best practices, and lessons learnt of the project.

2.1 Evaluation Specific Objectives:

The end of project evaluation of the Legal Aid for Poor Vulnerable and Marginalized Persons in Uganda (LAPVMU) will be guided by the following specific objectives:

- a) To determine the extent to which project outcomes have been achieved.
- b) To determine the relevance, efficiency effectiveness, coherence and sustainability of the project in line with the strategies applied during implementation processes.
- c) To establish possible impact of the project onto the project targeted groups.
- d) To document lessons learnt and good practices that can be replicated in future projects.
- e) To examine relevance of PLA in the districts operation.
- f) To examine and assess the trends of access to justice needs in the selected districts of this evaluation.
- g) To make recommendation for future legal aid programming.



2.2 Scope of the Consultancy:

Geographical scope:

The project was implemented in the following Districts and Municipalities;

<i>District</i>	<i>Sub counties</i>
<i>Iganga</i>	<i>Nambale, Municipality, Buyunga, Kigulu</i>
<i>Kaliro</i>	<i>Namugongo, Town Council, Nawaikoke, Gadumire</i>
<i>Bugiri</i>	<i>Buwuni, Town council, Naluwelere, Budaya</i>
<i>Busia</i>	<i>Municipality, Manjangi, Buteba, Lumino, Daban</i>
<i>Tororo</i>	<i>Municipality, Malaba, Osukuru, Mela</i>
<i>Lira</i>	<i>Adekokwok, Adyel, Amach, Aromo, Barr, Central, Lira, Ogur, Ojwina, Railwa</i>
<i>Dokolo</i>	<i>Dokolo, Batta, Agwata, Kwera, Kangai</i>
<i>Amolatar</i>	<i>Town council, Namasere, Etamu, muntu</i>
<i>Kampala Metroplitant city</i>	<i>Nakawa, Rubaga, Central, Kawempe, Makindye, Wakiso, Mukono,</i>

Target groups:

The project targeted the following categories of people: Informal sector workers; Women and youth; Labour officers; Employers; and Community Liaison Officers.



2.3 Expectations and other processes:

- Upon award of the consultancy contract, the Consultant shall attend and participate in an inception meeting with the team from Platform for Labour Action at an agreed upon date time and venue.
- The Consultant shall prepare and submit an inception report detailing his/her understanding of the assignment. The PLA team shall review the inception report, make comments where possible and approve the same.
- The Consultant shall review all existing project documentation including the project proposal, results framework, project progressive reports and end of project reports.
- The Consultant shall lead in all aspects of the evaluation including but not limited planning, data collection tool design for data collection on all the objectives as stated above, sampling and training of data assistants.
- The Consultant shall work closely with the Monitoring and Evaluation team of PLA in development and design of the data collection tool.
- The Consultant shall lead and under fieldwork for data collection, data processing, data analysis.
- The Consultant shall prepare a professionally edited report of the evaluation with findings on all the objectives of the Evaluation and submit the same to PLA for review and comments.
- The Consultant shall address and respond to all the feedback raised on the report and submit a final report agreed upon by Platform for labour Action.

3.0 Approach and Methodology:

The consultant in consultation with the Monitoring and Evaluation team of Platform for labour Action will come up with an appropriate methodology of executing the assignment.

However, the consultant is expected to propose an appropriate methodology to execute the assignment.

4.0 Expected Deliverables:

- Inception report detailing the Consultant's understanding of the assignment.
- Approved Data Collection tools to facilitate the data collection process.



- Prepare Final report with clear Evaluation findings and recommendations.

5.0 Time frame and reporting:

The consultancy will take place within 20 worker man's days from the date of the award of the contract.

This time frame will commence from 20th August 2022 and shall be concluded by 28th September 2022.

The consultant shall report directly to the Executive Director and work closely with the Monitoring and Evaluation Officer as well as Manager Rights Social Protection and Accountability.

6.0 Qualification and experience of the consultants:

The consultant should have expertise in carrying out Evaluation. The consultant should have good experience on participatory research methods and tools. S/he should have competency in managing and organizing and interpreting quantitative and qualitative data and information. The consultant(s) should have the following academic qualification and experiences:

- Team leader must have minimum qualification of a Master's Degree in Monitoring and Evaluation, Social Sciences or any other developmental field with minimum 8 years experiences in undertaking similar type of studies.
- Team members should have relevant experiences in their respective areas with at least 3-year experiences including field level data collection and qualitative research in similar assignments.
- Consultant(s) should have comprehensive understanding of the tools development and draw the information from the evaluations and others sources of data and analytical report writing skills.
- Ability to be mobile and available for the duration of the Evaluation.
- Good written and verbal communication skills.
- Language capabilities: Good in English writing and local language.
- Able to communicate effectively and work in the project areas for the duration of the assignment.



7.0 Application Procedure:

Applicants are required to submit the following:

- A letter of interest stating why you consider yourself suitable for the assignment.
- A technical proposal outlining your understanding of the assignment, methodology, approach and implementation plan of the assignment.
- CVs highlighting past experiences of similar projects.
- Similar work references: contact details (e-mail addresses) of referees.
- A sample of similar assignments conducted within the past two years.
- A financial proposal indicating consultancy fee (lump sum fee) and a breakdown of expenses (unit price together with any other expenses) related to the assignment.

Applications should be sent to adminvol@pla-uganda.org by the 17th August 2022