

Global Development Awards Competition Japan Social Development Fund (JSDF) Award 2023

TERMS OF REFERENCE (TOR) TECHNICAL AND MONITORING & EVALUATION ADVISOR

The Global Development Network (GDN) is a public international organisation that supports high-quality, policy-oriented, social science research in Low- and Middle-Income Countries (LMICs), to promote better lives. Founded in 1999, GDN is headquartered in New Delhi (India), with offices in Clermont-Ferrand (France) and Arlington (USA). Our work spans the Global South.

Background

The **Japanese Award for Most Innovative Development Project** is a competitive grant programme under the umbrella of the [Global Development Awards Competition](#), administered by the Global Development Network (GDN), funded under the Policy and Human Resources Development Fund (PHRD) trust fund managed by the World Bank, and generously supported by the Ministry of Finance, Government of Japan.

The award programme invites non-profit Non-Governmental Organisations (NGOs) and Civil Society Organisations (CSOs) to submit project proposals supporting (in particular) improved service delivery, and innovative approaches that may be scaled-up through a grant. The Award targets projects currently at the stage of implementation, and which have a high potential for impact, targeting exceptionally marginalised and disadvantaged groups located in developing countries.

The two first prize winners compete for the **Japan Social Development Fund (JSDF) award** after a minimum of 12 months of implementation of their MIDP grant for a larger grant of **up to USD 200,000** within the framework of the World Bank-administered Japan Social Development Fund.

The **JSDF award focuses on piloting socially innovative development projects that have been identified as having the potential for development impact and replicability through the MIDP Award**. The objective of JSDF Award is to support community-driven development and poverty reduction programmes that serve to

enhance productivity, increase access to social and community services and infrastructure, and improve the living conditions of poor and vulnerable groups in eligible countries.

Objective and scope of work

Under GDN's Global Development Awards Competition, your assignment is to serve as a Mentor/Technical Advisor to the development project titled, "**Enhancing livelihoods in Underserved Communities of Uganda**" being implemented by the NGO **WomenGro Initiative** (previously named Women Smile Uganda) in **Uganda**.

This NGO was initially awarded the 1st prize under the Japanese Award for Most Innovative Development Project (MIDP) category of the [2023 edition of the Global Development Awards Competition \(GDAC\)](#).

After 12 months of implementation, through closed competition between MIDP 1st prize winners, the NGO was awarded the JSDF Award for a scale-up of their MIDP project with a **US\$ 200,000 grant**.

In close consultation and coordination with the Awardee and GDN, the main task of this consultancy is to provide technical guidance for the effective implementation, monitoring, and evaluation of the project. This shall include, but not be limited to:

Technical support

- Provide technical support to the project team during implementation and recommend changes to optimise the project design. Support the grantee in achieving the project's objectives while addressing issues related to quality, sustainability and scalability.
- Advise the project team on executing their graduated cost sharing strategy, guiding staff on how to independently monitor the financial transition of communities.
- Guide the project team in developing an economic modeling framework to evaluate impact, coaching the staff to capture and analyse data.
- Support the organisation in establishing internal quality assurance mechanisms for their scaling strategy.
- Mentor the project team on aligning their systems with the external research team that will implement the Connector Grant.

- Review applications submitted for the Connector Grant to evaluate their alignment with the project objectives and local context.
- Advise the selected research team upon request to ensure seamless coordination between their external evaluation methodologies and the internal data collection systems of the NGO.
- Coach the staff on stakeholder engagement and coordination, providing strategic advice on strengthening institutional partnerships with government agencies.
- Mentor the team on communication and visibility strategies, advising them on how to document impact stories and translate field data into comprehensive reports.

Monitoring and reporting

- Guide (externally) the team in defining indicators and identifying relevant data sources to track the development of the project, considering the team's own objectives. The Monitoring & Evaluation (M&E) framework resulting from this assignment must be directly useful to the team to talk about the project with key stakeholders.
- Guide the team in digitalising their M&E systems, offering technical advice on data management and the creation of simple digital tools and dashboards for tracking progress.
- Accompany the project team during its visits to the target sites and beneficiaries for monitoring purposes, where feasible.
- Review progress reports produced by the project team and provide comments to help identify and address any gaps. Ensure that the reports include the information collected on the indicators included in the M&E framework.
- Monitor, assess and analyse the project's progress and achievements against its stated indicators and objectives, and document the findings in reports submitted to GDN. The purpose of this reporting is to help GDN understand the project's implementation status and identify any additional support required.

About the Project

What is the problem the project intends to address?

Uganda's urban communities, particularly women, young people, teenage mothers and persons with disabilities, face severe food insecurity and poverty. Limited access to land, modern farming knowledge and agricultural inputs,

combined with reliance on rain-fed agriculture, increases vulnerability to climate shocks, reducing productivity and income while increasing dependence on external support.

What is the proposed solution?

The NGO launched the 'Enhancing food security and livelihoods for Underserved communities in Uganda' project to provide training in resilient and sustainable farming, agribusiness and digital literacy with additional supply of farm inputs, establishment of smart community gardens, market linkages, value addition, while monitoring their performance to boost productivity, income and resilience.

Brief description of the main activities

ACTIVITY	OUTPUT
Training and capacity building of farmers.	10000 farmers trained in resilient, sustainable farming and agribusiness, with 60% women, 20% youth, 15% teenage mothers and 5 % Persons with Disabilities (PDW).
Construction of smart gardens within communities and seedling production facility.	3 seedling production facilities established and 5 community farms.
Provision of quality seedlings and complete farming kits.	30,000 quality seedlings and 2000 farming kits distributed.
Value Addition Support and Market linkages	At least 2 processing units per community group for the tomatoes and leafy greens, enabling smallholders to add value and extend shelf life. 4000 farmers connected to local and regional markets through collective bulking, cooperatives and digital platforms.
Digital Literacy training for the communities	Train 2000 community members in practical knowledge in basic computer

	use, use of productivity tools to sell their produce online.
Monitoring and Evaluation	Quarterly report produced, documenting progress, gender disaggregated data and lessons learned for adaptive management.

The project is planned to last 24 months from November 2026 to November 2028.

Location

The Consultant may be based anywhere; however, preference will be given to applicants based in Uganda.

Experience

Priority will be given to candidates that comply with the following characteristics:

- Demonstrated expertise in agricultural economics, microfinance, and the governance of agricultural cooperatives in East Africa with a proven ability to transfer these skills to local NGOs.
- Track record in monitoring and supporting projects of a similar nature.
- Background in M&E and Project Management, specifically with practical experience advising on low-cost digital M&E systems and data dashboards.
- Demonstrated ability to guide NGOs in government relations and strategic communications.
- OPTIONAL - Experience evaluating applied research proposals or working at the intersection of academic research and grassroots project implementation.

Any prior relevant work experience in the targeted area or in the intervention type of project will be an added advantage.

Basis of appointment

The appointment will be on a part-time basis requiring around 30 days of involvement spreading over the duration of the entire project. The Consultant/Advisor shall be able to make herself/himself available either in-person or remotely for GDN and the Awardee. The Consultant/Advisor will keep GDN copied on all the email communications with the Awardee.

Budget

The candidate is expected to provide a detailed budget for his/her application.

The maximum budget (including the cost of travel to the project location, lodging, and subsistence etc.) should not exceed **USD 15,000**. Applications from teams of more than one person are welcome.

Schedule of deliverables

The amount associated with the deliverables set below will be agreed with the selected consultant prior to contracting.

Indicative timeline	Tasks
Upon signing of Contract	-
1 month after signature	• Undertake initial review of the project related documents and hold discussion(s) with the team regarding their work plan and overall implementation. • Guide (externally) the team in defining indicators and creating an overall M&E framework ◦ Note: The responsibility of developing the M&E framework is of the Awardee. The role of the Advisor is to provide input, guidance and final validation/approval while ensuring it is kept up to date
3 months after signature	• Review and provide written assessments of the submitted Connector Grant applications to support GDN in the final selection process. • Continue providing technical support to the project team in implementation of project's activities, with a close eye on issues of quality, sustainability, and potential scalability. • Review the progress report (for the period) produced by the project team and provide comments to help identify and address any gaps.
8 months after signature	• Continue providing technical support to the project team in implementation of project's activities, with a close eye to issues of quality, sustainability, and potential scalability.

	Review the progress report (for the period) produced by the project team and provide comments to help identify and address any gaps.
16 months after signature	- Continue providing technical support to the project team in implementation of project's activities, with a close eye to issues of quality, sustainability, and potential scalability. - Review the progress report (for the period) produced by the project team and provide comments to help identify and address any gaps.
Upon closure of project	- Continue providing support to the project team in M&E based supervision of the project, with a close eye to issues of quality, sustainability, and potential scalability. - Review Final Report produced by the project team and provide comments to help identify and address any gaps.

A report shall be sent to GDN before the release of the following disbursement addressing:

- Summary of interactions with the Awardee including decisions or issues that might have arisen including but not limited to any methods/techniques that might have been suggested for improvement in project implementation
- Your assessment of the project's progress during the period
- Any problem areas or challenges that the project team faced or those that you might have identified, and the feasible solutions recommended to address them
- An update on the filled-in M&E framework, and any revision to the framework that might have been necessary
 - Note: The responsibility of developing and updating the M&E framework is of the Awardee. The role of the Advisor is to provide input, guidance and final validation/approval while ensuring it is kept up to date

Reporting

The consultant will report directly to **João Costa**, Senior Program Manager at GDN.

Application Procedure

Please prepare the following and submit your application via [GDN's grant management portal](#):

- Up-to-date CV with full contact details;
- Up to 2-page motivation letter detailing how your profile and experience match the assignment;
- Budget for the 2-year assignment; and
- 2 references from relevant projects.

There will be a virtual interview with the shortlisted applicants only.

Please note that incomplete applications will not be considered.

Deadline

The deadline for submission of applications is **30 September 2026**.

Materials to be provided by GDN to the selected consultant

- Original MIDP application
- Reports from the implementation of the MIDP-funded project
- JSDF Application
- Auditors' assessment of the NGO