



Monitoring and Evaluation Consultancy

Terms of Reference

Act Together for Inclusion Fund (ACTIF)

Launched in 2020, **The Act Together for Inclusion Fund (ACTIF)** is an outcome of significant efforts made by Dignity Network Canada (DNC) and its members to advocate for greater Canadian support for advancing the human rights of LGBTQ2I people internationally. The launch of ACTIF therefore marks a highly anticipated and historic moment for Canadian funding for international LGBTQ2I initiatives. Funded by Global Affairs Canada and managed by Equitas in partnership with DNC, ACTIF is a \$17 million Fund that aims to enhance the respect, protection and fulfillment of the human rights of lesbian, gay, bisexual, trans, queer, two-spirit and intersex (LGBTQ2I) persons in countries in the Global South, and specifically those eligible for Official Development Assistance. The Fund will strengthen a network of Canadian LGBTQ2I organizations and build solidarity with local LGBTQ2I CSOs with additional, or previously inaccessible, opportunities to implement programming in the Global South.

Equitas advances equality, social justice and respect for human dignity through transformative human rights education programs in Canada and around the world. To deliver on our mission, Equitas' programming contributes to the empowerment of individuals and groups to challenge inequality and discrimination and take action to respect, protect and defend human rights.

Purpose and Scope of Work

The main purpose of this consultancy is to lead the ACTIF team through a reflection to deepen and better conceptualize ACTIF's overall theory of change (ToC) and to develop a monitoring & evaluation (M&E) framework informed by the ToC to effectively track outcomes related to the advancement of the human rights of LGBTQ2I people.

The ACTIF ToC will need to integrate four elements: ACTIF's funding streams, the ACTIF logic model, ACTIF project results, and Equitas' organizational ToC.

Objective and Activities

1. Engage key stakeholders, such as the ACTIF Advisory Committee, in a participatory and feminist approach to create a compelling ToC.
2. Develop an M&E framework to operationalize the ToC.



3. Develop a set of indicators to measure progress towards achieving desired changes that broadly aggregate outcomes from partners across issue areas and geographies.
4. Recommend tools and methods for data collection to measure and assess the impact of ACTIF.

Expected Deliverables

1. **A detailed work plan** covering the assignment, bringing refinements, specificity, and elaboration to these terms of reference. It will act as an agreement between the parties as to how the work will be conducted.
2. **One presentation deck** with the ToC (in narrative and visual forms) and M&E framework, including recommended M&E tools, methods, and approaches.
3. **One summary report** with the ToC (in narrative and visual forms) and M&E framework, including recommended M&E approaches, methods, and tools.

All written outputs of the consultancy are expected to be delivered in English or French. The Consultant/Firm will follow the format, structure and length defined by Equitas.

The Consultant/Firm will report to the ACTIF Senior Program Officer. The quality of the deliverables will be assessed by the ACTIF Fund Director.

Duration and Location

The assignment is to be conducted between April 2021 and August 2021.

The assignment is expected to be home-based with all meetings to be virtual. The Consultant/Firm is responsible for all necessary equipment required (eg. computer, phone, internet, etc.).

Qualifications

- Demonstrated experience working in human rights or international development with NGOs or foundations;
- Collaborative approach to create a compelling ToC;
- Excellent communication skills to illustrate a ToC visually and in writing;
- Demonstrated experience assisting organizations to develop M&E frameworks for assessing the aggregate impact of grant-making across multiple issue areas and geographies;
- Strong knowledge of M&E approaches, methods, and tools;
- Works well in a team to advance the goals of ACTIF, including openness to constructive feedback and focus on results for the client;



- Excellent organizational skills and ability to manage the available time and resources;
- Ability to communicate in English and French.

How to Apply

To apply, please send the following materials:

- 1) Technical proposal outlining the consultant/firm's proposed approach for carrying out the required assignments (no more than 2-3 pages).
- 2) Detailed budget providing the cost of the consultant's services, and graphic design of TOC costs if included.
- 3) Resume, curriculum vitae, or bio for lead consultant on this project.
- 4) List of past clients for whom the most closely related work was conducted, indicating those who may serve as professional references with contact information.

All documents can be submitted to Natalia Sinuco at nsinuco@equitas.org.

Please include 'Monitoring and Evaluation Consultancy' in the subject line.

Deadline for applications is April 9, 2021.

For further information about Equitas, consult our website at www.equitas.org.

Equitas is committed to employment equity and encourages applications from Black, Indigenous and people of colour, LGBTQ2I people, and people living with disabilities.