



SUSTAINABLE AGRICULTURE TANZANIA  
SOLUTIONS FOR A BETTER FUTURE



## Terms of Reference (ToR) for the impact assessment for the Farmer and Pastoralist Collaboration (FPC) project

### 1. Introduction

Sustainable Agriculture Tanzania (SAT) seeks for the services of a skilled consultant to undertake an impact assessment for the *Farmers and Pastoralists Collaboration (FPC)* Project. The project is supported by Biovision Foundation and Liechtenstein Development Service (LED). The project is in its 6<sup>th</sup> year and has been implemented in two phases. Phase I of the project started in Jan. 2017 and marked its end in Dec. 2019. The phase II of the project started in Jan. 2020, and it marked its end in Dec. 2022.

The **overall goal** of the project was to enhance sustainable livelihood of farmers and pastoralists through agroecological practices and ensuring that the practice of agroecology by farmers and pastoralists creates mutual benefits for both parties which are increased income, strengthened food security, balanced nutrition, reduced conflicts and climate resilience. The project covered the districts of Mvomero, and Kilosa in Morogoro region, Same district in Kilimanjaro region and Hanang' district in Manyara region. Since the project start in 2017 the project has reached about 3,536 farmers and pastoralist directly.

In 2019 the project had its first external evaluation which provided inputs for the designing of phase II and in July 2022 a team of experts conducted a learning journey in the project areas. The report of the learning journey not only provided inputs for designing FPC phase III but also provided inputs of areas of focus on impact assessment.

### 2. Background

#### Our Goal

To contribute to improved food security and poverty reduction through offering a complete package of technology, guidance and partnership for farmers to transit to sustainable agriculture to increase their yields in an environmentally friendly way.

Sustainable Agriculture Tanzania (SAT) is a reputable non-profit organization in Tanzania founded in 2009 and registered in June 2011 under the Societies Act. Currently the organization employs a staff of 70, operates in 4 regions with an annual consolidated budget of USD 1.5M. SAT is headquartered in Morogoro region, which is known as the country's breadbasket, with offices in Arusha and Dodoma. SAT runs the first centre for organic agriculture and agro-ecology in Tanzania located 20kms from Morogoro town. SAT has an outreach of up to 90.000 farmers in East Africa through extension work, running a training centre and through consulting activities. While marketing PGS products, SAT creates



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awareness about organic agriculture in the local market, and processes more than 15 products. SAT works as a state-of-the art organic agriculture training and research organization with local and international partners and experts, e.g. with the largest Agri. University in East Africa, Sokoine Agriculture University SUA, located 7km next to SAT's main offices. SAT validates and creates knowledge: next to on-farm research and participatory research, it conducts long-term research with ETH Zurich on agro-ecology and using ICT. SAT's foundation is built on 4 main pillars which guide the project implementation. These are: Dissemination of Knowledge, Application, Research and Networking.

### 3. Project Summary

- **Project overall developmental goal** - enhancing sustainable livelihoods of farmers and pastoralists through agroecological practices in Tanzania creating a solution where both parties can create local circular economies, where everyone benefits, and conflicts are drastically reduced.

#### FPC phase I

- **Phase I Project purpose** - practice of agroecology in Mvomero and Morogoro Rural Districts by farmers and pastoralists creates mutual benefits for both parties which are increased income, balanced nutrition, reduced conflicts and strengthened climate resilience.
- **Phase I Projects' objectives**
  1. Farmers and pastoralists are engaged in agroecological production in Mvomero District, which increases food security, balanced nutrition, climate resilience, soil conservation and reforestation and enables other regions to learn from this approach.
  2. Agricultural value chains in Mvomero District are developed/strengthened through improved infrastructure at SAT Farmer Training Centre (FTC) and in the community, implemented machinery ring, introduction of draught animals, processing farmers' crops locally, and through strategic marketing.
  3. Farmers and pastoralists benefit through on-farm action research which produces practically orientated solutions for their problems.
  4. Farmers in Morogoro Rural District (former project area) are further strengthened through facilitation in agriculture, marketing, and other entrepreneurial activities.
  5. M&E activities including impact assessments are strengthened, and knowledge and experience from FPC is integrated into ongoing policy and research dialogues.

#### FPC phase II

- **Phase II Project purpose** - The cementing of existing FPC activities in Mvomero, their scientific proof and the scaling to Kilosa District for creating mutual benefits for



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farmers and pastoralists which are reduced conflicts, increased income, strengthened food security, balanced nutrition and climate resilience.

- **Phase II Projects' objectives**

1. Farmers and pastoralists benefit from increased productivity and provide ecosystem services through practicing agroecological methods and their lesson-learned are made accessible to other regions and extension service providers.
2. A strengthened circular economy whereby farmers and pastoralists benefit from increased income as a result of high-quality value-added organic products, reliable markets and improved infrastructure.
3. Experiments and Research on existing and new challenges are continuously carried out with farmers and pastoralists and their results shared with the public, building scientific evidence for support of agroecological agriculture.

#### 4. Beneficiaries of the project.

The project beneficiaries are farmers and pastoralists, extension workers, in the districts of Mvomero, Kilosa, Hanang' and Same.

#### 5. Usage and Audiences:

A final assessment report will be created to communicate quantified and qualified impact of the two first phases of FPC – thus providing important evidence to convince decision makers to take action – and identify issues to be considered during the ongoing implementation of similar programs and to inform future FPC program interventions. Moreover, the assessment report will inform SAT and its partners about possible improvements in the project design, implementation and the M&E plan of future projects.

#### 6. Focus and scope of the impact assessment

The impact assessment is intended to document intended and unintended impact registered based on the outcomes and lessons learned over the project period in terms of the project design, implementation, and sustainability among other basic assessment components in a table. The assessment shall focus on:

1. Assessing the impact registered by the project over the course of implementation (what did it really change for the life of the participants?), is it different for non-project participants?
2. Attributing the impact of the project (does the impact registered really reflect the impact of the project interventions?)
3. Identifying unintended impact/side effects (negative and positive)



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4. Assessing the sustainability of replication and scale out of the project activities (what results are likely to be sustained beyond the project duration? Which activities and outcomes are self-sustaining or self-replicating? What kind of structures are needed to assure sustainability, how will they be financed, how will they be accessible?)
5. Assessing which activities show (greatest) impact and why did change happen or did not happen, what are the contributing or hindering factors? What prerequisites were necessary to achieve the desired impact?

## 7. Methodology

The experts are free to propose methodologies and tools that will be used in undertaking the assignment. However, there should be a drafted checklist where there will be areas of focus for general issues and specifically, experts will have own observations from the visits and draw up piece of thoughts. Baseline survey, external evaluation and project reports are available and will be shared with the consultant.

## 8. Deliverables

- i. Draft inception report 15 – 20 pages; including
  - Assignment strategy, methodological approach, and methods
  - Analyses of wider context and limitations of the assignment
  - Reflection of Theory of Change
  - Data collection and data analysis plan
    - i. Work plan and time plan.
    - ii. Data triangulation and quality assurance measures and
    - iii. Annex: data collection instruments, such as semi-structured interview topic guidelines and list of stakeholders to be consulted.
- ii. Presentation of draft inception report.
- iii. Final inception report
- iv. Draft assessment report; including
  - Executive summary.
  - Analyses of wider context and limitations of the assignment.
  - Assignment strategy, methodological approach, and methods
  - Data analysis
  - Findings, conclusions, and recommendations in terms of:
    - i. Assignment objectives.
    - ii. Specific assignment questions.
- v. Presentation of draft assignment report



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Final assignment report of max 20 – 30 pages of which executive summary, analysis, assessment strategy and data analysis should not take more than 10 pages. Findings are the major part of the report and most pages should be dedicated for this.

## 9. Reporting details

1. All reports need to be written in English.
2. All reports must be provided in electronic form to: [consultancy@kilimo.org](mailto:consultancy@kilimo.org)
3. The final assignment report needs to be provided in printed form (in 3 copies) as well.
4. The executive summary should summarize key findings, conclusions and recommendations (three to five pages) and must be submitted as part of the final draft report.
5. The findings, conclusions and recommendations of the report have to be structured according to the specific objectives and specific assignment questions as to this ToR .
6. It is expected that the reports are easy readable, illustrative and well structured.
7. An outline of the report's structure shall be agreed during the inception and desk review phase – however, the following outline is suggested as a starting point:
  - a. Executive summary (maximum 5 pages);
  - b. Introduction (purpose, objectives, scope, reference to quality standards & criteria)
  - c. Background & context analysis (including an analysis of wider context and limitations of the assignment)
  - d. Assessment design & approach;
    - i. Data collection and data analysis methods and tools
    - ii. Limitations, risks and mitigation measures

(b) – (d) maximum 8 pages

  - e. Findings (specifically on assignment objectives and specific assignment questions)
  - f. Conclusions & lessons learnt (specifically on the assignment objectives and specific assignment questions)
  - g. Recommendations (specifically on the assignment objectives and specific assignment questions)
  - h. Annexes (including impact stories)

The quality of the reports will be assessed according to the following criteria:

- i. Were the Terms of Reference fulfilled and is this reflected in the report?



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- ii. Does the report contain a comprehensive and clear executive summary?
- iii. Are all assignment objectives covered and all specific assignment questions answered sufficiently?
- iv. Are the methodology, methods and processes of the impact assessment well documented in the assignment report?
- v. To what extent is the revision of the project ToC based on a solid theoretical/methodological foundation?
- vi. Does the report reflect, assess and revise the intervention logic/theory and its underlying assumptions sufficiently?
- vii. Are gender aspects of relevance documented and analyzed in the report?
- viii. Are the conclusions and recommendations based on a solid theoretical and/or empirical foundation, as well as on assignment findings, which are clearly stated in the report?
- ix. Does the report clearly differentiate between findings, conclusions and recommendations?
- x. Are the findings quantified (and qualified)?
- xi. Are the recommendations realistic and is it clearly expressed to whom the recommendations are addressed to?
- xii. Were the most significant stakeholders involved and/or consulted?
- xiii. Does the report summarize key learnings to feed into the strategy, design and implementation of future SAT projects?
- xiv. Does the report present the information in a presentable and clearly arranged form?
- xv. Is the report free from spelling mistakes and unclear linguistic formulations?
- xvi. Can the report be further distributed and published for open access in the delivered form?

## 10. Selection Criteria

FPC team will decide on the best offer based on three criteria:

- i. Past performance and capacities of evaluator(s);
- ii. Quality of concept paper;
- iii. Financial offer.

Please note that the SAT team expects the Final Report to present research findings, conclusions and recommendations in a concise format that emphasizes the most important issues. SAT will be reviewing proposals for this bid with this expectation in mind. As such, interested parties should use this opportunity to demonstrate their ability to make a compelling case in as concise proposal as possible.



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## 11. Bidding Proposals

Interested candidates should submit their application materials not later than February 10<sup>th</sup>, 2023 including:

- i. Technical and financial proposal, with data collection/analysis plan and schedule, methodology.
- ii. Curriculum Vitae (CV) of all proposed team members.
- iii. Cover letter clearly summarizing experience as it pertains to this assignment, and two professional references.
- iv. At least one example of an impact assessment report most similar to that described in these TORs.

## 12. Prerequisites for the Consultant

- i. Post-graduate degree in social sciences, impact studies, development studies, conflict resolution and peace studies, health-related applied research & development projects or related fields.
- ii. Proven experience of minimum 5 years in carrying out impact assessments.
- iii. First-hand knowledge of the socio-cultural and policy context in Tanzania.
- iv. Ability to produce well written, analytical reports in English essential.
- v. Knowledge of impact assessment of capacity building activities and familiarity with the theory of change technique.
- vi. Familiar with quantitative and qualitative data analysis.

## 13. CO-ORDINATION / RESPONSIBILITIES

1. The SAT team will support the consultant in terms of:
  - i. Provision of documents and data needed to implement the assessment.
  - ii. Provision of logistic support to the consultancy.
  - iii. Introducing/linking the consultant to project beneficiaries and stakeholders.
  - iv. Arrangement and organization of workshops
2. The consultant shall consult the SAT team on any procedural matter requiring attention and the timing/planning of meetings, workshops, interviews, and eventual travel dates. The consultant shall organize, book, and cover any travel costs of the assessment team, since the assignment honorarium includes travels, accommodation and per diems) - hence, the consultant shall include all travel costs in the tender.
3. The consultant will need to work with her/his own working equipment. Any special requirements might be made available upon request and availability.



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## 14. Deadline for Submission

This consulting assignment is expected to begin by 13th March 2023 and to be completed no later than May 15<sup>th</sup>, 2023. The final version of the report as approved is to be submitted at the latest by May 20<sup>th</sup>, 2023.

Technical and financial proposal should be sent by email to [consultancy@kilimo.org](mailto:consultancy@kilimo.org) no later than Friday, February 10<sup>th</sup>, 2023 at 05:00 pm.

We are open to receive questions for clarifications if any through [consultancy@kilimo.org](mailto:consultancy@kilimo.org) until 23<sup>rd</sup> January 2023 after which no further questions will be received. No in-person or phone follow up is accepted.