



FREE PENTECOSTAL FELLOWSHIP IN KENYA (FPFK)

FREEDOM OF RELIGION AND BELIEF PROJECT, ISIOLO COUNTY

TERMS OF REFERENCE

ENDLINE EVALUATION

JULY 2025

I. REQUEST FOR PROPOSAL

FPPK is seeking financial and technical proposals for the final Evaluation of Freedom of Religion and Belief Project from qualified and experienced monitoring and evaluation experts. Details of the project and terms and conditions are set as out in section 1-10 below. Interested companies and individuals that meet the specified criteria in section 8 below should submit their technical and financial proposals accompanied by the following:

- a. Company profile giving detailed information of directors and their qualifications and experiences in the field of peace building and Project Evaluation and Learning.
- b. Detailed resumes detailing qualifications and experience of key personnel who are proposed to undertake the task.
- c. Certified copies of certificates of registration with the relevant authorities.
- d. Names and contact details of clients for whom relevant works were undertaken, including completion certificates.
- e. Attach at least three most recent and relevant Evaluation reports and publications done.
- f. Authority to seek references from clients.
- g. Copies of PIN and KRA registration certificates including valid tax compliance certificate.

The application documents should be sent to procurement@fpfk.or.ke cc to info@fpfk.or.ke or deposited in sealed envelopes marked; “ **Application for endline Evaluation FORB Project**” at the **FPPK head office on Kindaruma Road Nairobi by 25TH July, 2025 at 12.00 noon EAT**

II. TERMS OF REFERENCE

1. BACKGROUND OF FREE PENTECOSTAL FELLOWSHIP IN KENYA

The Free Pentecostal Fellowship (FPFK) is an evangelical church registered in Kenya. It operates in 36 regions in Kenya and has over 2000 congregations, with a combined membership of over 350,000. FPFK was formed in 1977 out of a common fellowship by the Norwegian and Swedish missionaries that have been involved in mission work in Kenya in the 1950s and 1960s, respectively. The missionaries from the two Scandinavian countries operated independently of each other until 1977 when their operations were merged and FPFK as a Kenyan national church came into being. Our vision is to be strong Pentecostal church that meets the needs of the society holistically. The church's mission is to remain committed to preaching the Word of God to all nations in preparation for the second coming of the Lord Jesus Christ by reaching out and establishing churches which can meet the spiritual, economic, and social needs of the people through evangelism, education, training and social economic activities based on Christian values. Our core values are love, Trust, Integrity, accountability and Transparency.

FPFK plays an active role as a civil society through membership to Act alliance Kenya forum and National Council of Churches of Kenya (NCCK). FPFK has a semi-autonomous department of social development that currently runs various development projects in different thematic areas of Gender Resilience, Peacebuilding, Human Rights, and environment and Climate Change Resilience. The interventions include the FPFK Resilience Program focusing on Anti FGM advocacy in Kajiado, promotion of Resilience Livelihoods in Soin and Nyakach and Peace initiatives in Turkana and West Pokot Counties. Other current projects include the Ubunifu II Project, Peace Resilience Project, Nyando Flood Response project, widow's empowerment project, Inuka Dada Project, Malaba Gender Advocacy Project, Women inclusion in Leadership Project, Linda Mtoto project, Kajiado Climate Change Resilience Project, Turkana Climate Change Resilience project and Freedom of Religion or Belief, all funded by PMU Interlife, Sweden, NPM Norway, LM International and IAS Denmark.

2.0 PROJECT DESCRIPTION

2.1 Background Information.

Freedom of Religion or Belief project in Isiolo County in under Free Pentecostal Fellowship in Kenya (FPFK) with funding by Danish Mission Council through IAS Denmark. The Project is being implemented in Isiolo County, Kenya. Isiolo County is located between longitudes 36 degrees to 50 east and latitude 0 degrees to 05 south and 2 degrees north, placing Isiolo at the Centre of Kenya. Isiolo town lies 285 kilometers North of Nairobi, the capital city of Kenya by road. The county is predominately occupied by five major tribes, Meru, Borana, Somali, Turkana, and Samburu community.

2.2 FREEDOM OF RELIGION AND BELIEF (FORB) PROJECT ISIOLO

The Freedom of Religion and Belief (FoRB) project is a two year project that was designed to strengthen the capacity of faith leaders to promote religious tolerance, mutual respect and peace in Isiolo County. The project operates in three target areas of Wabera, Burat and BulaPesa wards, areas aimed at:

- a. Strengthening the capacity of all stakeholders including religious leaders, women and youth of Faith, interventions and actions within their daily religious places and routines.
- b. Strengthening the structures/systems to increase the level of networking among key stakeholders in the County and promotion of all-inclusive and transparent inter-religious activities that promote freedom of religion or belief and religious tolerance.

To achieve the above objectives

- a. The project seeks to trigger multi-level activities including training of religious leaders to strengthen understanding and practice of inter-faith tolerance, inclusiveness and participation.
- b. Religious youth leaders to influence other youths towards inter-faith tolerance and against radicalization in Isiolo County.
- c. Duty bearers at the local level to pursue enforcement of laws and policies on freedom of religion and belief and radicalization.
- d. To enhance the capacity of the project beneficiaries who are religious leaders (like Bishops, Imams,), religious women leaders, religious youth leaders, security agencies, (police), national government leaders, (chiefs, Commissioners), Schools and institutions (where Al shabaab recruitment takes place), county government, and the Free Pentecostal Fellowship in Kenya (FPFK) churches in Isiolo.

2.3 Project Outcomes

The project targets to meet the following outcomes with related indicators:

Table 1. Project outcomes and corresponding indicators.

1.	Outcome 1	Outcome indicator
	Community members are practicing inter-faith tolerance, inclusiveness, and participation.	1.1 65% of community members reached and are practicing interfaith tolerance and inclusion.
		1.2 65% of Women of faith leaders are practicing inter-faith tolerance and inclusion and are reaching out to other women in Isiolo County.
		1.3 50% of community leaders ⁴ are reaching out to community members on inter-faith tolerance and inclusion.
2.	Outcome 2	Outcome indicator
	Economically stable youths influencing other youths towards inter	2.1 75% of targeted youth faith leaders are promoting inter faith tolerance and preventing radicalization.

	faith tolerance and against radicalization in Isiolo County	2.2 80% of targeted youths from different faiths are working together to improve their economic lives
	.	2.3 Number of meetings related to formation of Youth of Faith Network (YFN)
		2.4 75% of youth have different life skills and have started different business ventures.
3	Outcome 3	Outcome indicator
	Religious leaders and duty bearers at the local level are collaborating on monitoring of fair enforcement of laws and policies on Freedom of Religion and Belief.	3.1 60 % of religious leaders are collaborating with duty bearers on monitoring of fair enforcement of laws and policies on Freedom of Religion and Belief and radicalization.

3.0 PURPOSE AND OBJECTIVES OF EVALUATION

The purpose for this evaluation is to assess the performance of the project in the two years and generate data and draw lessons and best practices that will form the basis for the implementing the forb program as a new project phase. Therefore, this evaluation will be guided by the following specific objectives.

1). Assess the relevance of the project focus, target group, strategies, theory of change relevant lessons.

- i. To what extend was the project relevant in addressing the needs of the participants?
- ii. Did the project select and reach the right participants?
- iii. To what extent was the project relevant to county, national and international strategic and legal instruments?
- iv. Was the theory of change and strategies appropriate to the needs of the participants?
- v. What empowerment aspects can be detected through assessment of project relevance?
- vi. What key lessons, best practices and recommendations for the next phase can be drawn from the relevance of the project?

2). Determine the effectiveness of the project intervention with the view of drawing lessons and best practices.

- i. To what extent were the project objectives achieved?
- ii. What internal factors influenced the achievement of the project objectives (indication of strengths and weakness related to capacity of organization and project team, planning and management, monitoring and evaluation systems, communication, etc)?
- iii. What external factors (cultural/religious/political context, environmental challenges, gender, partnership initiated, etc.) influenced the achievement of the project objectives?
- iv. Were there any positive and negative unintended project results?
- v. what empowerment aspects can be detected through assessment of project effectiveness?
- vi. What key lessons, best practices and recommendations for the next phase can be drawn from effectiveness of the project?
- v. To what extent could economic empowerment and livelihood activities have contributed to strengthening the peace and reconciliation efforts?

3) Appraisal organizational and strategic efficiency and the project partnership approach (including management structures, communications, feedback and relationship) to staff, church, community involvement and advocacy in relation to the project's achievements with the view of drawing best practices and lessons.

- i. Looking specifically at project management (project cycle, staffing tasks and responsibility of the various stake holders, the project advisory committee), were the resources and inputs efficiently used to achieve results?
- ii. Was the project implemented in the most efficient way compared to alternatives?
- iii. Were activities implemented as planned and within the budget?
- iv. To what extent was the value for money principles applied in the implementation of this project?
- v. How has monitoring of progress and achievements been done for learning and accountability, and used to influence project implementation?
- vi. What empowerment aspects can be detected through assessment of project efficiency?
- V. What significant lessons, best practices and recommendations for the next phase can be picked from the cost efficiency of the project?

4) Examine the best practices and lessons learned from the process of managing project risks and sustainability.

- i. To what extent will the benefits of the project continue after donor funding ceases?

ii. What are the major factors which influences the achievement or non-achievement of sustainability of the project?

iii. What risks pose the greatest threat to the sustenance of the project outcomes? How is the project working around their mitigation?

v. What important lessons, best practices and recommendations for the next phase can be drawn from the risks and sustainability management of the project?

4.0 METHODOLOGY OF THE EVALUATION

The project evaluation should utilize both qualitative and quantitative approaches to collect data to ensure in-depth analysis of status on project objective indicators. Hence, it is expected that the methodology that will be adopted by the consultant for the evaluation will generate both quantitative information, and various participatory methods should be adopted to enable a cross section of stake holders to take an active role in the evaluation process- including members of target groups, local community stakeholders and local government leaders.

Qualitative data should be collected through focus group discussions (FGDs) and key informant interviews (KIIs) with project participants (women and men) and members of target groups, with community members, community leaders, Advisory Teams (ATs) and project staff, and other relevant partner organizations or institutions. **Quantitatively**, surveys relevant to project outputs and outcomes should be conducted in the project areas.

Most Significant change (MSC) approach should be applied in ALL evaluation objectives with stories illustrating changes, lessons learnt and good practices as much as possible.

Review of Documents and secondary data must be done. Key documents and report reviewed should include but not limited to the project document, Mapping Documents, Empowerment

Assessment approaches and review of annual reports, budgets and annual accounts among other relevant documents.

The lead consultant will be responsible for further development of the methodology and the evaluation tools, clearly indicating how data for each evaluation objective will be collected.

5.0 Scope of work

The evaluation should endeavor to reach most of the different categories of target groups in Wabera, Burat and Bula Pesa wards. The evaluation should get insights from but not limited from the following key stakeholder and target groups.

- I. 5000 Community members; Both men and women of Borana, Somali, and Turkana and Meru communities. They are also members of different faiths whose leaders will be directly involved in the project within Isiolo county
- II. 50 Community Elders
- III. 250 religious leaders •
- IV. 100 religious youth leaders

- V. 200 women of faith leaders
- VI. 50 Anti-terror (ATPU) and regular police officers:
- VII. 60 local administrative authorities,
- VIII. 80 County based Media reporters.

6.0 Time frame

The Evaluation is anticipated to take 12 days in the month of July and August 2025. The work will commence immediately after signing the service agreement with FPFK on 29th July to 12th August 2025

ACTIVITY	DATE/PERIOD IN 2024	RESPONSIBILITY
Advertisement and receiving the letters of interest.	14 th - 25 th July 2025	FPFK Administrator
Selection of the consultant	28 th July 2025	FPFK procurement committee
Inception Meeting, signing of the offer letter, agreement and submission of inception plan	29 th August 2025	FPFK/Consultant
Data collection, analysis, report writing, submission of 1 st draft Evaluation Report	30 th July – 12 th August 2025	Consultant/FPFK
Review of Evaluation Report	12 th – 14 th August 2025	Consultant/FPFK
Final Evaluation report submitted	15 th August 2025	Consultant

7.0 DELIVERIES AND REPORTING

7.1 Output/Deliveries

- i. An inception report with a clear methodology, data collection tools, work plan, budget in Kshs. Evaluation survey to be used, which will be approved by FPFK, and IAS DK prior to engaging in field work.
- ii. Initial key findings will be presented on the last day of field work to FPFK and project staff, advisory committees, and other stake holders.
- iii. Objectives findings will be presented for review by FPFK and IAS and feedback consequently provided to the consultant.
- iv. The consultant is expected to produce the final report in soft copy in PDF and shared with FPFK, and IAS.
- v. The final evaluation report will be prepared by the consultant and shared with FPFK, and IAS DK for final approval

7.2 Report Structure

The evaluator will have the freedom to choose the structure of the report, but must have the following key components:

- Methodology
- Key findings according to the evaluation objectives recommendations.

8.0 QUALIFICATIONS AND SELECTION CRITERIA

a. Recruitment process of the consultant

The consultant will be recruited based on procurement principles and guidelines per the procurement procedures contained in FPFK's procurement policy and the project agreement. The contract for the evaluation will be between FPFK and one selected consultant/organization/company.

b. Minimum qualifications

The consultants will be required to have:

- Minimum academic qualification of master's degree in peace and conflict studies, or related field. Formal training in monitoring and evaluation will be an added advantage.
- Demonstrated experience in evaluating similar FORB research work will be an added advantage.
- Excellent technical capacity in use appropriate technology to ensure high quality deliverables.
- The consultant must have excellent skills in documentation demonstrated by any publications or a quality report presented in a high-profile conference.
- Must demonstrate understanding of the context of the assignment.
- He/she should demonstrate the ability to work on tight schedules and travel in all-weather terrain areas.

9.0 PAYMENTS

The consultant is expected to carry out the Evaluation survey in accordance with the plan, budget and utmost ethical standards. The cost of this task shall be agreed upon by the successful bidder but shall not exceed the budget allocated which will be determined in accordance with Kenyan rates for such work.

The payment of the evaluation shall be based on the financial proposal developed for this consultancy and agreed with FPFK. A detailed financial proposal to be attached (inclusive of the withholding tax). All the withholding tax will be deducted from the total amount from FPFK. This is according to the regulations of the government of Kenya.

Agreed upon payments will be based on the deliverables as shown below:

Deliverable	% payable
Inception plan by accepted and consultant agreement signed	50% of the consultancy fees
Final approved Evaluation Report	50% of the consultancy fees
Logistical and data collection costs	100% paid upon signing of agreement

10.0 INTELLECTUAL PROPERTY AND CONFIDENTIALITY OF DATA AND INFORMATION

All information pertaining to this project, which the Consultant may come into contact with in the performance of his/her duties under this consultancy, shall remain the property of FPFK, who shall have exclusive rights over the use.

The consultant shall submit all original documents, data, and outputs of any kind to FPFK. The ownership and copyrights of all the data, and outputs of the evaluation will be sole property of FPFK and shall not be disseminated in any form to a third party without permission from FPFK, in line with the national and International Copyright Laws where applicable.

All responses and supporting documentation received will be treated as strictly confidential and will not be made available to the public

Yours faithfully

FREE PENTECOSTAL FELLOWSHIP IN KENYA



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