

CONSULTANCY TO DESIGN A LEARNING AND KNOWLEDGE CENTRE FOR THE NETWORK OF IMPACT EVALUATION RESEARCHERS IN AFRICA (NIERA)

TERMS OF REFERENCE

1.0 Background

The Network of Impact Evaluation Researchers in Africa (NIERA), established in 2018, is an independent Network of African scholars seeking to advance Decision-Focused Impact Evaluation of development programs through capacity building, evidence generation and policy outreach. NIERA is hosted by the United States International University-Africa's (USIU-Africa) in Nairobi, Kenya.

The Network comprises of alumni of the East Africa Social Science Translation (EASST) Collaborative and has membership across five member countries – Kenya, Uganda, Tanzania, Ethiopia and Rwanda. Our members are equipped with multi-sectoral expertise (high-level academic degrees and experience in conducting rigorous evaluations) across various thematic areas such as health, agriculture, gender, economics, finance and education.

NIERA is seeking to engage a Consultant to redesign the layout of its existing online Knowledge Centre. The Centre aims to provide Networks members, fellows, faculty and target audiences (i.e., researchers, media practitioners, grant funders, policy makers, program designers and implementers) in Africa with open access to varied Impact Evaluation (IE) resources and promote knowledge exchange and transfer among academics.

2.0 Objectives of the assignment

- I. Review the existing Knowledge Centre on the NIERA website to identify gaps and map out areas for improvement and, redesign the Centre to a suitable layout.
- II. Improve the existing portal to include an IE centralized repository that will allow access to resources for different users. This should consist of:
 - o Public interface (Accessible to all users)
 - o Secured interface (Access restricted to NIERA members, fellows and identified stakeholders)

The resources which will be part of the portal will be provided by NIERA. The consultant is not expected to source these him/herself.

3.0 Key outputs

- I. A revamped and functional Knowledge Centre and Portal developed.
- II. A 3-page manual on how to navigate the Knowledge Centre and Web Portal.
- III. Train relevant staff on how to navigate through the Knowledge Centre and Web Portal.

4.0 Timelines

Expected Start date: 18th January 2021, End date: 19th February 2021.

5.0 Consultant's profile/ Qualification

- I. Demonstrated experience in developing and supporting the operations of similar web-based Knowledge Centres.
- II. At least 3 years' experience in web design and development.
- III. Ability to understand client needs to provide user-friendly solutions that effectively meet requirements.

6.0 Supervision and work arrangements

The consultant will work under the overall guidance and support of the NIERA Secretariat through the Program Manager.

The consultant will be primarily home-based. S/He will be expected to have very frequent contact with her/his contact person. All submissions will be made electronically unless other means are needed.

7.0 Deadline for proposal submission and schedule

Interested consultants should submit a detailed technical and financial proposal guided by the following points:

- i. A Letter of Interest stating why you are qualified for the assignment.
- ii. A Technical and Financial proposal (in USD) which should include a description of the proposed methodology to be used and a schedule of planned activities.
- iii. CV of the professional(s) with suitable references to undertake the consultancy.
- iv. Samples of previous Knowledge Centers designed (provide relevant links).

Consultants who meet the requirements of the assignment should submit their proposals on email to Anne Maina ammaina@usiu.ac.ke not later than **8th January 2021, 1700HRS EAT**. Proposal should be no more than 10 pages long, Arial font size 11, single-spacing, normal margins.