

## *Terms of Reference for a Short term Consultant*

### **M&E social enterprise competition project**

#### **Background**

Social enterprises address social and environmental problems through innovative solutions that improve people's lives in our communities and societies. The British Council's [Global Social Enterprise programme](#) draws on the UK experience in social enterprise to promote its growth around the world. We build capacity in the sector, forge international networks, and support policy leaders to create ecosystems in which social enterprise and social investment can thrive. Our work supports positive social change inclusive growth and sustainable development while building trust and creating opportunities between the UK and other countries.

In Morocco, Social enterprise and innovation have been identified as key areas for development of the Moroccan economy and society. In November 2013, the British Council commissioned Social Enterprise UK to complete research report assessing the level and type of social enterprise activity in Morocco, and its potential for further development.

The findings were used to inform the final report, which was publically presented at the first international social enterprise forum in Morocco in March 2014 organised by the British Council Morocco in partnership with the World Bank. The [report](#) formed the future outline of the British Council Morocco's social enterprise programme. It is the first of its kind in Morocco and it forms the foundation for future interventions and research studies conducted by the British Council and its partners in the field.

The World Bank and the British Council, with the support of the Multi-Donor Trust Fund (MDTF), have launched a two-year program (2013-2015) to promote the social entrepreneurship/social innovation agenda in Morocco and the MENA region.

Within this context, the British Council and the World Bank has supported, on a pilot basis, approximately 10 social enterprises in Morocco to deliver employment services to unemployed youth. [This pilot](#) has supported about 30 potential social enterprises (NGOs or traditional start-ups) to develop a business plan under the general theme of "Provision of Employment and Inclusion Services for Youth in Morocco". The best business plans have been selected through a competitive process and awarded with a US\$10,000 grant that used towards the implementation of the business plan.

#### **Objectives of the Evaluation**

The evaluation will be conducted 6 months after program completion to assess the status and sustainability of the projects (post to the support provided by the program). It will have to capture effective impacts of this pilot on the 10 social enterprises winners versus those who

participated in the contest, received training, but were not selected for further support under the program. This evaluation will have to rely on a questionnaire to conduct the field visit and will have to compare the outcomes of both groups. The questionnaire will have to be reviewed by the WB-BC team before being tested and completed on the field.

This final evaluation will have to compile all the data collected during the field visit, and the project cycle to report on the overall implementation and impact of the competition project.

Contribution to the learning process of the British Council and the World Bank; the evaluation should make practical recommendations for future actions by capturing specific learning points from the programme's past work.

The evaluation should determine how much of the change we see is due to British Council and the World Bank work and what the other impacting factors are. This should not turn into the main task, however.

### **Availability of data**

Some data has already been collected by the British Council and will be made available to the consultant. However, other data, particularly at the capacity building level, has not. The consultant or team performing the evaluation would verify the existing data and ensure the remaining data is collected, working with BC and World Bank team and local and UK partner organisations where appropriate.

We anticipate that this will involve interviewing a number of programme participants (around 10 participants in Rabat and Casablanca).

### **Format of the report**

A full report will be produced for the British Council internally, giving a full report of findings and recommendations on future delivery including future evaluation plans, with all the questionnaires and the data collected on the field in excel format.

### **Supplier profile**

The successful bidder will have:

- Strong understanding of social enterprise, ideally with experience of working in this subject area and ideally including experience inside and outside of Morocco.
- At least 5 years' experience in evaluating, and creating evaluation tools, for work similar to our SE competition programme.
- Excellent report writing skills.

Previous experience working with the British Council and knowledge of relevant systems and processes would also be an advantage.

The British Council will retain full ownership of any intellectual property created as part of this contract, including any amendments, revisions or edits. All data and results from this work will remain confidentially between the British Council and the successful contractor.

### **Format of tender**

You should submit a concise and focussed proposal that sets out:

- The knowledge, qualifications and previous experience you have that is relevant to this brief,
- How you plan to undertake the assignment
- The full cost of your proposal, including a breakdown of costs

### **Budget**

The indicative budget for this project is MAD 30 000 including VAT.

### **Instructions for submitting your tender**

Please submit a copy of your tender, with “Tender for Social Enterprise Monitoring and Evaluation Consultant” in the email subject line, to [maria.hrimech@britishcouncil.org](mailto:maria.hrimech@britishcouncil.org) by no later than **12.00 Morocco Standard Time (MST) on 18 November 2015**.

### **M&E social enterprise**

#### **Timetable**

Below is a proposed timetable for the tender process, which may be subject to change::

<b>Activity</b>	<b>Date</b>
Invitation to tender	9 November 2015
Clarification questions submitted and responded to	14 November 2015
Submission	18 November 2015
Evaluation of responses, and shortlisting	25 November 2015
Interviews	27 November 2015
Final Decision	30 November 2015

**Any clarification questions should be submitted via email to [maria.hrimech@britishcouncil.org](mailto:maria.hrimech@britishcouncil.org) by no later than 12.00 Morocco Standard Time (MST) on 14 November 2014.**

### **1. Evaluation Criteria**

Supplier responses will be assessed using the following criteria and weightings:

<b>Criteria</b>	<b>Weighting</b>
Knowledge and experience	50%
Approach	40%
Value for money	10%

Evaluation of all submitted responses will be undertaken by the evaluation panel which will consist of British Council representatives with relevant and significant experience and knowledge of the requirements.