

Request for Expressions of Interest (REOI)

External Evaluator for the “Bringing Preventative Care to Older Adults” Program

Hope to Live Charity Organization invites qualified organizations and independent consultants to submit Expressions of Interest to serve as the external evaluator for its two year “Bringing Preventative Care to Older Adults” program.

Program Name: Bringing Preventative Care to Older Adults

Program Location: Kisumu, Siaya and Homa-Bay Counties

Funder: United States Agency for International Development (USAID)

REOI Release Date: 21st August 2024

REOI Closing Date: 31st August 2024

About Hope to Live Charity Organization

Hope to Live is a National Non-Governmental Organization (NGO) registered in 2022 with a mission to improve healthcare and nutrition among the vulnerable elderly and their households. Located in Kisumu, our core mission revolves around the improvement of healthcare services, promotion of food security and nutrition, and fostering community empowerment through our tailored programs that align with the needs of the communities we serve.

Program Overview

Hope to Live Charity Organization will implement the two-year “**Bringing Preventative Care to Older Adults**” program funded by USAID. The goal of this program is to bridge the healthcare education gap among elderly persons aged 60+ years in seven project locations in Kisumu, Siaya and Homa Bay Counties in Kenya through community-driven health education, peer mentorship and skills building.

This program will focus on healthcare education delivery through two models; Model 1 and 2. Model 1 involves community center-based seminars and workshops that will be conducted directly by Hope to Live staffs. Model 2 entails home visits for healthcare education that will be conducted by Hope to Live through partner non-profit organizations contracted under sub-grant agreements. Both models aim to raise awareness and impart key preventative healthcare messages to older adults in target communities through adult education approaches tailored for accessibility and comprehensibility. It is expected that these dual delivery strategies will complement each other in reaching wider audiences and benefiting community health outcomes. Other project activities include formation and support of elderly self-help groups, medical camps among other outreach activities.

Scope of Work

The program aims to improve healthcare knowledge, promote preventative practices and increase access to critical resources for over 4,500 elderly individuals in the three Counties directly and indirectly. It will engage local organizations, authorities and healthcare facilities to strengthen collaborative partnerships that enhance sustainability beyond the USAID and other partners’ period of support.

Partner Roles Sought:

Expressions of Interest (EOI) are invited from organizations or individuals with expertise in:

External monitoring and evaluation of program implementation and impact

The service provider will establish a robust monitoring and evaluation system to oversee implementation of the whole project. Standard operating procedures involving regular data collection through agreed tools like surveys and medical record reviews will be developed. Quantitative tracking of health indicators will demonstrate impact to stakeholders.

In-depth qualitative captures of participant experiences via interviews, focus groups and observations will also be included. This will lend contextual understanding of effectiveness from a beneficiary lens. Documentation of activities, lessons and challenges in scheduled reports and a central database will enable real-time course corrections under the stewardship of the internal M&E team. Work will adhere to benchmarks and scope under their guidance.

Trained field staff will undertake data gathering with technical assistance provided by the M&E team. Use of validated measures will generate findings acceptable to oversight bodies. Both quantitative and qualitative analysis methods will be applied to processing collected information. Insights on delivery and outcomes will be discussed between the service provider and M&E team to guide reforms.

Summary dissemination of results through detailed disclosures and stakeholder workshops will maintain transparency while enhancing elderly healthcare based on learnings.

The internal M&E team will provide indispensable support throughout the monitoring and evaluation process to validate its execution and outputs.

Application Requirements

All the applicants shall provide the following:

- 1. Applicant Profile:**
 - For firms/organizations, briefly describe your firm/organization, core services, and experience in the health/elder care sector.
 - For individual consultants/evaluators, provide your relevant qualifications, experience in the health/elder care sector, as well as details of any supporting team or resources available to undertake the evaluation.
- 2. Relevant Experience:** Details of at least 3 evaluations of similar scope conducted in the last 5 years including funders, methodology, outcomes.
- 3. Proposed Methodology:** Describe your proposed methods for data collection, analysis, reporting and engagement with the program's internal M&E team.

4. **Timeline & Evaluation Plan:** Include key milestones, activities and deliverables over the 2 year period.
5. **Evaluation Team Details:**
 - For firms/organizations, provide the names, roles and CVs of the core evaluation team demonstrating their relevant expertise.
 - For individual consultants, provide your own CV highlighting your relevant qualifications and expertise for leading the evaluation. You may also describe any supporting resources/associates you will utilize.
6. **Budget:** A detailed line-item budget in KES for all evaluation activities covering personnel, fieldwork, reporting etc. for the 2 year period.
7. Submit electronic copy to applications@hopetolivekenya.org and CC info@hopetolivekenya.org by 31st August 2024.

Conditions of Submission:

- Submission of an application in response to this EOI is FREE of cost and Hope to Live Charity Organization will not charge applicants any fees for processing or evaluating the proposals.
- This REOI does not constitute a binding solicitation or commitment on the part of Hope to Live.
- Submitting a response does not automatically guarantee an invitation to submit a full proposal under any future solicitations.
- EOI will only be considered if submitted using the format outlined in the submission guidance below.
- Hope to Live reserves the right to modify the requirements or cancel the REOI process at any time without obligation to inform respondents.
- Hope to Live is not liable for any costs incurred in the preparation and submission of responses to this REOI. The applicant shall bear the full cost.
- Hope to Live will review all submissions and only respondents demonstrating the strongest alignment with requirements will be contacted for potential next steps.
- All respondents will receive a notification by 1st September 2024 acknowledging receipt of their EOI.

Submission Details:

Please submit a 1-2 page EOI to applications@hopetolivekenya.org and CC info@hopetolivekenya.org by 31st August 2024, describing your organization, relevant experience, proposed activities, and team available. Please attached the form below separately dully filled

For more information contact:

Arja Achieng' – Monitoring, Evaluation, Accountability and Learning Manager

arja.achieng@hopetolivekenya.org

[END OF EOI INFORMATION]

Instructions for submitting the required checklist of attachments using a checklist form below:

1. Please rename all your attachment files following the naming convention provided in the list table below.
2. In the checkbox next to each attachment point in the checklist, mark "Yes" if you are submitting that attachment file type or "No" if not applicable.
3. Submit both the attachment files and the completed checklist form in your EOI application.
4. Fill the below form (on the next page), **but do not include texts above this comment** in your submission. Rename your form to "EOI_ AttachmentChecklist _[OrganizationName]" then submit

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(Submit this form separately)

Checklist and how to rename your attachments

Submitted by (Click below to choose one)

Choose an item.

S. No	Attachment. MUST be in PDF format	How to Name the Attachment	Is it attached? (Yes/No)
1.	Organization/Individual Profile	File name: For firm/orgs: EOI_OrganizationProfile_[OrganizationName] For individual applicant: EOI_IndividualProfile_[ApplicantName]	Choose an item.
2.	Examples of Relevant Experience	File name: EOI_Experience_1 File name: EOI_Experience_2 File name: EOI_Experience_3	Choose an item.
3.	Proposed Methodology	File name: EOI_Methodology_[Organization/IndividualName]	Choose an item.
4.	Timeline and Evaluation Plan	File name: EOI_TimelinePlan_[Organization/IndividualName]	Choose an item.
5.	Evaluation Team Details	File name: For firms/Orgs EOI_TeamComposition_[OrganizationName] For Individuals EOI_CV_[IndividualName]	Choose an item.
	CVs of Key Team Members (Not applicable to individual applicants)	File name: EOI_CV_[Name of team member]_[OrganizationName]	Choose an item.
6.	Budget Proposal	File name: EOI_Budget_[OrganizationName]	Choose an item.
7.	For Organizations, Registration/Incorporation Documents	File name: EOI_Registration_[OrganizationName]	Choose an item.
8.	For individuals, submit credentials such as copies of your academic/professional certificates, /resume, or other documents demonstrating your qualifications to undertake the evaluation work.	File name: EOI_IndividualCredentials_[IndividualName]	Choose an item.
9.	Tax Compliance Certificate (Not applicable to individual applicants)	File name: EOI_TaxCompliance_[OrganizationName]	Choose an item.
10.	Signed Declaration of Interest	File name: EOI_DeclarationOfInterest_[OrganizationName/ IndividualName]	Choose an item.
11.	Checklist form (this form)	EOI_AttachmentChecklist_[OrganizationName/ IndividualName]	Choose an item.