**Section II: Schedule of Requirements – Independent Evaluation for UNOCHA Centre for Humanitarian Data**

1. **General Background**

The United Nations Office for the Coordination of Humanitarian Affairs (OCHA) has a Centre for Humanitarian Data in The Hague with the goal to increase the use and impact of data in the humanitarian sector. The vision is to create a future where all people involved in a humanitarian emergency have access to the data they need, when and how they need it, to make responsible and informed decisions. The audience for the Centre includes OCHA staff and humanitarian partners in the field and at headquarters.

The Centre focuses on four workstreams: data services, data policy, data literacy, and network engagement. The Centre’s data services work includes direct management of the Humanitarian Data Exchange (HDX) platform and the Humanitarian Exchange Language (HXL) data standard. Data services also supports the adoption of the International Aid Transparency Initiative (IATI) financial data standard.

The Centre’s data literacy work focuses on improving the data skills of technical and non-technical humanitarians. In the area of data policy, the Centre has created a working draft of the OCHA Data Responsibility Guidelines and provides support to staff and partners to improve approaches in this area. Finally, the Centre works to further build and engage an active community in support of its mission and objectives through a number of events and communication activities.

The Centre was established on the basis of an initial three-year business plan, with a detailed results framework to track progress on a regular basis. The Centre has four objectives which map to its four workstreams:

1. Increase the interoperability of humanitarian data through shared standards and integrated systems (data services);
2. Increase the trust and cooperation across organizations sharing data in humanitarian response (data policy);
3. Increase the capability of people to access and use data in support of humanitarian efforts (data literacy);
4. Increase the number of active partners engaged with the Centre (network engagement).

The results framework also includes three outcome indicators. The Centre worked with the Overseas Development Institute’s Humanitarian Policy Group in early 2018 on an assessment of the results framework, in particular to finalize the outcome indicators and develop the baseline measurements.

Following this research, the Centre made some adjustments to the three outcomes which were finalized as:

1. Increase the speed of data from the end of data collection to published product;
2. Increase the number and strength of connections with the Centre, across categories of engagement; and
3. Increase the use of HDX.

The Centre’s business model has two defining aspects: a geographically distributed team and implementation support from UNOPS. The Centre has a small number of staff based in The Hague and Geneva, with field teams in Dakar, Nairobi, and Jakarta, among other locations.

**Rationale for Evaluation**

The Centre represents a new way of working and can be considered a process innovation. The Centre also houses innovative products such as the Humanitarian Data Exchange (HDX) platform and the development of new models for predicting humanitarian needs. Monitoring progress with innovation initiatives can be different than with standard programming. As ALNAP points out in their working paper on evaluating innovation: “innovation processes are characterised primarily by their open and iterative structure: innovation teams are expected to learn and make significant changes to their intended intervention or product along the way, rather than stick to an initial set of aims or criteria.”

It was in this spirit that OCHA committed to undertaking an independent evaluation of the Centre at the two-year mark of its operations. Although the Centre was formally launched by the UN Secretary-General in December 2017, the three-year project and grant funding started in July 2017. The evaluation should therefore happen around July 2019.

There are two goals for the evaluation: accountability and learning. The Centre has received investment from a number of stakeholders and we need to be accountable for that funding given all of the other priorities in the humanitarian sector. We also believe that we will benefit from an objective assessment of our role, structure, model and work so that we can improve and adjust as needed. The evaluation will help determine whether the Centre should continue beyond its initial three years and what revisions or additions are needed.

**Scope of Evaluation**

The evaluation has the following broad objectives:

* Measure the Centre’s progress against its results framework.
* Inform the decision on the Centre’s existence beyond the initial three-year period.
* Recommend changes to the Centre based on stakeholder and partner feedback, demand and market size.

The evaluation team should undertake the following activities:

* Measure the Centre’s progress against its three outcome indicators (speed of data, network partnerships, and use of data), based on the research undertaken by the Overseas Development Institute in early 2018.
* Assess key stakeholder satisfaction with the service offering and added value of the Centre.
* Review the ecosystem of data and innovation initiatives and the Centre’s place within it to understand areas of potential overlap or opportunities for increased collaboration, building on the feasibility study undertaken by Dalberg in 2016.

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Deliverables:

* Evaluation plan including timeline, methodology, key questions, stakeholders to interview, and approach of the final report.
* Presentation of preliminary findings and insights to the Centre Lead and relevant staff and stakeholders for feedback.
* Final report that includes findings of the evaluation and recommendations.

The activities and deliverables should be conducted in three phases:

Phase 1:

* Read background material and conduct initial interviews with staff and stakeholders.
* Finalize approach to evaluation.
* Develop evaluation plan, including timeline, methodology, key questions, stakeholder list, and contents of final report.

Phase 2:

* Conduct evaluation
* Present preliminary findings and gather feedback from Centre staff and stakeholders

Phase 3:

* Deliver final report with findings and recommendations.

**Requirements**

The team should include at least two people:

* A senior evaluator with experience in assessing innovation initiatives in the humanitarian sector.
* A researcher to support the evaluation process.

**Education and Work Experience**

The senior researcher should have seven years of experience in research and an advanced university degree (Master's degree or equivalent work experience) in political science, social science, public administration, international studies, business, or a related field, is required. A first-level university degree in combination with qualifying experience may be accepted in lieu of the advanced university degree.

The researcher should have five years of experience in research and an advanced university degree (Master's degree or equivalent work experience) in political science, social science, public administration, international studies, business, or a related field, is required. A first-level university degree in combination with qualifying experience may be accepted in lieu of the advanced university degree.

Other skills

* Prior experience in undertaking evaluations of humanitarian organizations.
* Previous experience in report writing.
* Proven experience in developing methods of inquiry and assessment such as surveys and interview questions.
* Experience with network analysis.

**Contract Duration**

It is anticipated that the project will run over a 14-week period. The estimated timeline is:

* 15 – 30 June 2019: Phase 1
* 1 July – 31 August 2019: Phase 2
* 1 – 30 September 2019: Phase 3