

Consultant/Contractor

Terms of Reference: Delivery of Monitoring and Evaluation Framework for Walking the Talk project

Background:

Act for Peace is the international humanitarian agency of the National Council of Churches in Australia. Our vision, as set out in our Strategic Framework (2022 – 2026), is for a world where everyone belongs. To achieve this - through our change strategy - we focus on backing displaced people, building unity and working to transform the system for the benefit of displaced people.

The "Walking the Talk " project (WTT) is a global initiative focused on supporting people affected by displacement through innovative and evidence-based programmatic modalities. The primary goal is partners lead sustainable and adaptive programming with people impacted by displacement.

The WTT project has been running since July 2022. The Phase 1 three-year focus was on enhancing the agency of partners, improving their responsiveness to displacement-related needs, and integrating a rights-based approach to programming. By focusing on the flexibility, resilience, and sustainability of partners, the project aimed to make long-term, sustainable improvements in how displacement issues are addressed in the target regions.

The project has included a focus on mutual learning between Act for Peace (AfP), our partners, and other stakeholders, ensuring that affected populations have a meaningful role in both the approach and outcomes. These initiatives aim to enhance local responses to displacement and improve the overall protection and assistance provided to displaced populations.

The Phase 2 Theory of Change was developed in June 2025 and sets out causal pathways towards the overarching goal of the Walking the Talk program, which is: "Partners lead sustainable and adaptive programming with people impacted by displacement". To achieve this, Act for Peace and its partners have identified three interconnected and interdependent pathways of change that form the End of Program Outcomes (EOPO):

- **Voice and Influence:** strengthening voice, agency and leadership of people impacted by displacement to shape policy and discourse around displacement.
- **Programming:** enabling partners to lead and adapt high-quality programming responsive to evolving local contexts.
- **Institutional Strengthening:** supporting the systems, processes and resources needed for effective, sustainable leadership by partners.

These pathways are not linear or siloed; they are mutually reinforcing and interdependent; they also build on the strengths and progress made during Phase One of the program, to lead to tangible improvements in the relevance, quality and sustainability of activities engaging people impacted by displacement through Walking the Talk.

The Theory of Change is underpinned by principles that guide all aspects of Walking the Talk: mutual accountability; respect and trust; collaboration; inclusion and safety for all; openness to innovation, new technologies and continuous improvement; and flexibility and responsiveness. These principles reflect a deep commitment to decolonising aid and shifting power to affected communities, fostering equitable partnerships between Act for Peace and their partners and ensuring Phase 2 of the program delivers meaningful, lasting change for communities affected by displacement. To realise the Theory of Change, interventions will be selected for their relevance and likely effectiveness in the local context of partners working with people impacted by displacement. A foundational activity that will underpin the Theory of Change, and all programming delivered under Walking the Talk, will be to refine the Act for Peace partnership approach to ensure it maximises partner agency, leadership and visibility.

Act for Peace recently commissioned an Evaluation of Phase 1 of Walking the Talk (2022-2025). The recommendations from this evaluation informed the Phase 2 design and development of a Theory of Change in consultation with the Act for Peace Programs team and partners. Additionally, Act for Peace is going through a reimagining its approach to partnership and programming, and these revised priorities informed Phase 2 of the project.

A key recommendation of the evaluation was to design a cohesive MEL system with relevant impact measurement. The Phase 1 MEL system should be redefined in order to better document and facilitate learning and reflection, for the purposes of evidence-based decision making, and support emergent learning. The revised MEL System should be fit for purpose, while meeting grant requirements. The detailed recommendation was:

“The MEL System could be redefined in order to better document and facilitate learning and reflection, for the purposes of evidence-based decision making, and support emergent learning. The revised MEL System should be fit for purpose, and while meeting grant requirements, seek also to gather program evidence with respect to core aspects of the program, drawing from available monitoring resources regarding partnerships, localisation, emergent learning, power shifting and systems change. Some examples have been included in Annex 1.

MEL frameworks should place greater emphasis on outcomes that fall within the sphere of control and influence of both AfP and its partners. Mixed-methods, story-based tracking, and participatory reflection tools are well suited to the complex qualitative insights needed and will ensure that learning is owned by both partners and communities. Resourcing will be a major consideration, and AfP will need to consider ways to resource and effectively gather insights across different program teams and partners, without an overburdened overengineered system”.

Purpose:

Act for Peace seeks consultancy support to develop a MEL System for Phase 2 of Walking the Talk, as part of a new 2-year project design.

Scope:

This collaborative process would involve Act for Peace Partnerships and Programs team (5 people). We expect that this work can be completed by end October 2025.

This MEL system needs to be simple and easy for partners and Act for Peace staff to use.

Act for Peace will provide:

- Walking the Talk Theory of Change
- Walking the Talk Evaluation report
- Walking the Talk Phase 1 MELF

Consultant deliverables:

- *Facilitate a consultative MEL system development process with Act for Peace staff*
- *Produce a MEL Framework for Walking the Talk project*
- *Develop tools and templates or recommend cost effective software to efficiently capture quantitative and qualitative data on a range of activities including training, communities of practice, conference attendance, pilot activities in communities, technical support, etc*

Estimated number of hours:

Max 6 days including preparation.

Payment milestones:

- 35% upon signing of a contract
- 65% upon completion of the deliverables

Skills and Experience:

- Qualifications in design, monitoring and evaluation
- Min 5 years' experience in M&E processes
- Experience with frontline technical options for streamlined data capture

Expressions of Interest should include:

- Relevant experience / CVs of consultants to be engaged
- A proposal including methodology
- Budget / quote for fees and timeline for completing the work

Enquiries regarding this consultancy should be directed to: a.dundas@actforpeace.org.au EOIs preferred by 22nd September 2025.

Safeguarding Risk Assessment:

Child Safeguarding	PSEAH
<input checked="" type="checkbox"/> Low	<input checked="" type="checkbox"/> Low

<input type="checkbox"/> Med	<input type="checkbox"/> Med
<input type="checkbox"/> High	<input type="checkbox"/> High
<input type="checkbox"/> Very High	<input type="checkbox"/> Very High

Act for Peace takes the prevention of fraud and the protection of sexual misconduct, harassment, and child protection seriously. Engagement of the consultant/contractor is conditional upon the outcome of relevant background checks. Strict adherence to our Codes of Conduct, Safeguarding (Child Safeguarding and Prevention of Sexual Exploitation, Abuse and Harassment) Policies and the Privacy Policy is mandatory.

For our full Policies set please see: <http://www.actforpeace.org.au/our-policies>

Annex 1. Act for Peace Consultant and Contractor Compliance Forms

See attached document