



**3<sup>rd</sup> August 2020**

## **Terms of Reference- Party Manifestos Consultant**

### **About Mzalendo**

Mzalendo is a non-partisan entity that keeps an eye on Kenyan Parliament with a mission to facilitate public participation in Parliamentary processes through information sharing, research and networking. Our vision is to see Informed, Empowered and Engaged citizens transforming society by holding their leaders to account.

### **About the Project**

With support from the Netherlands Institute for Multiparty Democracy (NIMD), Mzalendo is implementing a project titled *Strengthening Civil Society Impact on Kenya's Policy Making and Governance Processes for Inclusive Democracy*. The project seeks to strengthen citizen engagement in political processes for responsive and accountable governance and to promote inclusive politics.

### **Background Information**

Article 91 of the Constitution outlines the basic requirements for political parties. One of these requirements is that political parties should abide by the democratic principles of good governance. The national values and principles of governance are provided by Article 10 and include good governance, integrity, transparency and accountability.

Political party manifestos are critical in defining a party's position on various issues affecting the country and provide solutions on how to target some of these challenges. In an ideal democratic state, they play a key role during electoral campaign periods as they influence the voters' choice at the ballot.

However, recognizing that few voters in Kenya rely on party manifestos to make their choices, this research seeks to rely on these constitutional principles of transparency and accountability and to understand how specific party claims translate into government programmes and policies. Further, by outlining the various party manifestos from the previous election, it is hoped that the resultant research will promote public awareness and understanding on party manifestos and their crucial role during election periods.

### **Objective and Scope of Work**

It is against the foregoing that Mzalendo seeks to engage a Consultant to undertake research on political party manifestos in Kenya and the progress made to achieve them.

The main duties and responsibilities of the Consultant will be to:

1. Review the history of political party manifestos in Kenya;
2. Review the existing legislation and policies that provide for party manifestos (if any);
3. Review the party manifestos used by different political parties in the 2017 national elections;
4. Identify the implementation of various legislation and policies stemming from party manifestos;
5. Provide a thorough analysis of the impact of these policies and legislation and;
6. Identify potential opportunities for political parties to improve their party manifestos and how to promote their awareness to citizens.

### **Proposed Methodology**

The proposed methodology will build on a brief review of relevant literature but is primarily focused on gathering and analyzing primary data; both qualitative and quantitative. Data collection tools such as surveys, key informant interviews and participatory workshops will be utilized.

The consultant, in collaboration with the project team, will:

- Agree on methodology of the assignment, prepare adequate tools putting into consideration the objectives and timelines of the project.
- Prepare for and conduct the studies highlighted in this term of reference.
- Present findings and recommendations of the study.

In undertaking the research, the consultant will be expected to undertake desk review and key informant interviews with various actors. Cognizant of the challenges posed by Covid-19, which remains a potential challenge, the safety of staff and consultants remains the priority of Mzalendo Trust. Applicants are encouraged to develop and demonstrate protocols for doing research during the pandemic.

### **Key deliverables**

- Inception report including tools to be applied for the study;
- Draft Report;
- Final Report;
- Facilitation of Validation Meeting and Report Launch.

### **Profile of the Consultant**

The consultant will be required to demonstrate –

1. Master's Degree in Law, Political Science or related field;
2. Relevant experience of at least 10 years;

3. Experience in research methodology, selecting and evaluating information as well as conducting and evaluating interviews e.g. FGDs and KII methodologies;
4. Relevant professional/educational qualifications;
5. Ability to work independently within strict timeframes;
6. Availability during engagement period;
7. High level of professional integrity and;
8. Good communication skills.

### **Contract Period**

The Consultant will be engaged for a period of 20 days spread over August and September and effective from the signing of the contract. The final report should be made available to Mzalendo on or before **18<sup>th</sup> September 2020**.

### **How to Apply**

1. The consultant is required to submit a technical and financial proposal as their application.
2. The technical proposal should include a summary of the applicant's qualifications, experience and a detailed methodology, outlining how they will approach and complete the quantitative and qualitative aspects of the assignment within the timeframe outlined. The technical proposal should also contain CVs of key team members and professional references.
3. The financial proposal should indicate the all-inclusive fixed total contract price and be supported by a breakdown of costs by activities.
4. The proposal should be sent to [community@mzalendo.com](mailto:community@mzalendo.com) by **14<sup>th</sup> August 2020** COB.
5. The application subject line should clearly indicate 'Party Manifestos Consultancy.'
6. Any clarifications should be emailed to [community@mzalendo.com](mailto:community@mzalendo.com) before 13<sup>th</sup> August, 2020.