



“Strengthening Civic Space for Realization of Sustainable Development Goals-SDGs in Kenya”

Documenting Milestones, lessons, and Challenges

Call for Expression of Interest

Terms of Reference

About PEN Kenya

PEN Kenya is a Kenyan Non – Governmental Organization (NGO) registered since December 2001 as Poverty Eradication Network (PEN) but has since changed its name to Partnerships 4 Empowerment & Networking in Kenya (PEN Kenya). PEN Kenya believes that a strong civil society sector is fundamental to the development of any country and its ability to have sustainable impact upon poverty. PEN Kenya was established to contribute towards the eradication of absolute poverty in Kenya, through building and strengthening the institutional capacity of civil society organizations (CSOs) and other not-for-profit organizations and public institutions. See more at <https://penkenya.org/>

About the Project

PEN Kenya is currently implementing a three-year project dubbed *Strengthening Civic Space for Realization of Sustainable Development Goals-SDGs in Kenya* with financial support from Amkeni Wakenya. The project which began in June 2022 is being implemented in Turkana, Kitui, Kwale and Kilifi counties as well as at the national level. The project will focus on two broad delivery areas as detailed in the table below.

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|-----------------------|---|---|
| Result level | Result Area 1: Improved operating environment for CSOs created through consolidated actions by CSOs which will focus on achieving following outputs | Result Area 2: Strengthened Civil Society Organizations Networks in Turkana, Kilifi, Kitui and Kwale counties. |
| Output level | Output 1. - A Responsive Policy and recognition by the State towards the role of CSOs in development | Output 2 – Improved civic space (legal and policy environment for CSOs) within Turkana, Kilifi, Kitui and Kwale counties |
| Activity level | <p>Activity 1.1: Consultative Forums with Key Stakeholders to build consensus, secure commitments, and actions towards full implementation of the PBO Act.</p> <p>Activity 1.2: Convene joint national advocacy for adoption and/or implementation of responsive laws, policies, and administrative actions to enhance civic space.</p> | <p>Activity 2.1. Strengthen County Level Advocacy work through CSO Networks</p> <p>Activity 2.2. Strengthen CSO – County Government Engagements</p> <p>Activity 2.3. Coordination and Technical Support to County Implementing Partners</p> <p>Activity 3.1 End of project documentation of results</p> <p>Activity 3.2: Organizational Sustainability</p> |



The Objective and Scope of the Assignment

In order to effectively communicate project goals, plans, and progress to-date to all stakeholders, PEN Kenya is planning to secure the services of a consultant to realize the following objectives:

1. To document the project background and objectives.
2. To document the national-level advocacy engagements on enabling legislations and commencement of Public Benefits Organizations (PBO)Act.
3. To document the project (challenges, achievements since inception and opportunities for future engagement) in Kitui, Kilifi, Kwale and Turkana Counties
4. To consolidate project documentaries from the project counties.

Scope of Work

This assignment is expected to be conducted during the months of April and May 2025. Specifically, the consultant will be expected to do the following under each objective:

1. To document the project background and objectives: Interview 2 PEN Kenya staff
2. To document the national-level advocacy engagements on enabling legislations and commencement of Public Benefits Organizations (PBO)Act: Interview 3 CFF members; Executive Director of the PBORA; CFF Coordinator
3. To document the project (challenges, achievements, and lessons since inception and opportunities for future engagement) in Kitui, Kilifi, Kwale and Turkana Counties: Interview 2 CSO representatives; 2 UNDP implementing partners; 1 County Government Official in each county.
4. To consolidate the project documentaries from the project counties

Expected Deliverables

The consultant will be expected to produce the following:

1. A 15-minute video summarizing the project (including the county documentaries and success stories).

Branding requirements

The Consultant will work closely to ensure that all donor branding guidelines are considered in all communication and visibility materials.

Required Experience and Qualifications

1. Must demonstrate capacity and experience in videography and photography.

Applications

Interested service providers should submit their Expression of Interest, with detailed plan of action and financial proposal by **April 11th, 2025** to marym@penkenya.org copied to dotieno@penkenya.org.

