End Term Evaluation Terms of Reference

***Summary of the information contained in the ToR***

|  |  |  |
| --- | --- | --- |
| **Description** | Cash Assistance for Vulnerable Households End Term Evaluation is being conducted after two rounds of cash distribution to 4,860 vulnerable households. The purpose of the exercise is to gauge impact, efficiency, effectiveness, relevance and sustainability of the project. It will learn and document positive and negative changes as a result of implementation in relation to beneficiaries, local markets prices and social associations in the target community. | |
| **Location** | Cueibet County, Gok State, South Sudan | |
| **Duration and Timing** | This will take 26 days in the month of October 2018 | |
| **Summary project outputs** | * Assessments are carried out (The first one assessing markets and infrastructure (RAM) and the second one assessing household and community vulnerability and capacities (VCA) as part of the Baseline * 4,860 female and male heads of households enrolled for cash transfer programme through a transparent community-based targeting mechanism * 4,860 targeted households are assisted with cash transfers * A comprehensive Post Distribution Monitoring (PDM) system is set-up and end-term evaluation is carried out with particular consideration of the outcome and impact dimension (the short duration of the project not withstanding) as well as Gender and Protection aspects | |
|  |  |  |
|  |  |  |
|  |  |  |

**Evaluation team / profile:**

### A. Background

* 1. ***Background of The Project***

The project is targeting the population of Gok State in South Sudan. Gok is one of the 28 states of South Sudan created in 2015 from the original 10 states. It is located in the Bahr el Ghazal region and was formerly part of the Lakes State. Its population is estimated as 185,014.[[1]](#footnote-1)

An estimated 5.7 million (about 50% of the population) people in South Sudan are severely food insecure and in need of humanitarian assistance in 2018. Of this 1.9 million people are internally displaced persons. (IDPs).[[2]](#footnote-2)

In 2017, Gok State experienced persistent hunger right from January to December with one in every five households suffering crisis level food insecurity. Due to poor harvest and crippling food inflation, the situation carried forward into 2018 and no reprieve is anticipated by probable deterioration into emergency and catastrophe level of food deprivation.

Diakonie Katastrophenhilfe and VSF South Sudan implemented the Cash Transfer Project alongside a longer term project titled “Reducing hunger and malnutrition and promoting resilient food production in Cueibet County (now Gok State), South Sudan” - (PROMISE). The project aims to reduce SAM and GAM levels amongst 15,000 school-going children in 47 schools, while promoting agricultural and livestock production practices which will allow households to significantly reduce their average food gap per year.

### B. Purpose

The purpose of the CTP End-term evaluation is to carry out an appraisal of the Project Impact, Effectiveness, Efficiency, Sustainability and progress towards meeting its overall objective. The information gathered will be important in understanding to what extent the project achieved or did not achieve the expected results.

### C. Evaluation Criteria

The DAC- OECD - criteria[[3]](#footnote-3) on humanitarian aid 2016 shall be used to carry out this evaluation: *Impact; Effectiveness; Efficiency; Connectedness/Sustainability; Appropriateness/Relevance; Coverage; Coherence; Coordination and stakeholders’ perspective.*

### E. Evaluation Team – Roles and Responsibilities

Each member of the evaluation team shall have designated roles and responsibilities for the delivery of the evaluation.

1. **Evaluation team composition and required competencies**

The evaluation team shall comprise of male and female members with a comprehensive mix of competencies in agro-pastoral production and social research methodologies. These will be complemented with at least five years’ experience in related programming and programme research. Extensive experience in the specific fields in the Horn of Africa and South Sudan in particular will be required. Excellent communication skills and demonstrated writing and presentation skills are requisite.

1. **Management arrangements**

The consultant should be informed of some issues, situation and conditions as they are or may arise during the exercise.

1. ***Travel****:* All international flights land in Juba, it is not possible to fly to Rumbek on the same day. Rumbek flights are only during week days. VSF SSD will cover the cost of all internal flights and transport.
2. ***Accommodation:*** Consultants will be housed in hotels in Juba and Rumbek whilst in Cueibet they will be housed at the organizations compound lodgings. Internet access will be available at VSF SSD offices, and in the hotels.
3. ***Data entry*** VSF SSD will not supply data entry clerks or computers for data entry. Consultants are responsible for all data entry and management. All hard copies of tools will need to be transported by consultants to the place where data entry will be done. All data sets must be provided to VSF SSD in soft copy at the time of submission.
4. ***Operation arrangement***

* Accommodation and transport will be provided by VSF SSD;
* Translators/enumerators, drivers, facilitators, office space, printing of questionnaires etc. will be provided by VSF SSD;
* The contact person in South Sudan will be the Country Programme Manager;
* The focal person in the field will be the Project Manager;
* Security advisory issues will be provided by VSF SSD;
* VSF SSD will take care of internal travels but in case of international flights, the consultant will organize and VSF SSD will pay reasonable prices incurred only.

### F. Timeframe

|  |  |
| --- | --- |
| **Month – Oct/Nov, 2018** | **Number of days** |
| Tasks |
| Secondary Data/Information Review | 1 |
| Data collection tools development | 2 |
| Share Data Collection tools with VSF programs | 2 |
| Enumerators selection and Training | 2 |
| Pretesting, refining and printing of evaluation tools | 2 |
| Data collection and interviews | 10 |
| Data Analysis and validation | 4 |
| Draft Report of Evaluation | 2 |
| Final Report with Feed back | 1 |
| **TOTAL DAYS** | **26** |

### G. Outputs

1. **The** **evaluation report** should be no more than 20 pages (excluding annexes) and include:

* Inception Report with clear evaluation logic in reference to questions
* Executive summary
* Key recommendations (max 10)
* Introduction – scope, purpose, methodology
* Presentation of main findings
* Detailed recommendations for the VSF SSD

1. The **case study** can also be provided following the case study template.

### I. Proposal submission

The proposals will be evaluated according to the following criteria;

1. Technical, methodological, and financial proposal
2. Proposed personnel for the assignment
3. Profile of the applicant - corporate or individual
4. A work sample, specifically a previous evaluation or assessment report written

Proposals should be submitted electronically to the following Email addresses: **Juba@vsfg.org** and **admin\_hr@VSF.org** indicating on the subject line thus “**CAVH Evaluation**” followed by an abbreviation of the applicant’s name. The closing date for receiving proposals is **21st Sep 2018**. Only short-listed applications will receive communication.

1. WFP CFSAM 2017, p23 [↑](#footnote-ref-1)
2. FSL Cluster Bulletin Jan 2018 [↑](#footnote-ref-2)
3. <http://www.alnap.org/pool/files/eha-2006.pdf> [↑](#footnote-ref-3)