
TERMS OF REFERENCE FOR CONDUCTING END OF PROJECT EVALUATION FOR JUBA PUBLIC WORKS PROJECT

1. Introduction to AAHI

Action Africa Help International (AAHI-I) is a not-for-profit organisation that bridges the humanitarian–development divide. Its mission is to improve the quality of life of livelihood-challenged communities. AAHI-I provides high-quality, community-centred development approaches in fragile states and emerging market settings across Africa. This includes work with both refugee and host communities. It has its headquarters in Nairobi, Kenya, and country programmes in Somalia, South Sudan, Kenya, Uganda, and Zambia.

Conceived in South Sudan and originally registered in Germany, the organisation has over 20 years' experience working with communities in conflict and post-conflict situations. AAHI works hand-in-hand with government and other development partners, while facilitating communities to play a lead role in their own development, providing technical assistance, support to system and infrastructure set up, training, and mentorship. Activities focus on: increasing quality and access to basic services (health, water, hygiene and sanitation, and education), improving food security and livelihoods, environmental management, and responsiveness to climate change; humanitarian relief and logistics, and governance, civil society strengthening and peace building, and research to support these other themes. AAHI-I strives to mainstream gender and disability equity, and HIV/AIDS in its work.

2. Background

Two decades of civil war, insecurity and violent conflict in South Sudan resulted in a collapse of governance, socio-economic infrastructure, local economy, markets, and all essential basic services like health, education and water and sanitation etc. All these, combined with a marginalized civil society resulted in widespread vulnerability to food and income insecurity leading to hunger, disease and migration of people to neighboring regions and countries. Prolonged emergency Programmes focused on handouts of food, seeds, tools and basic services created a culture of dependency on one hand and damaged local capacities for local production of food, seed, tools as well as the local trade and market systems.

The Comprehensive Peace Agreement signed by the two major warring parties in January 2005, the Khartoum-based Government of Sudan and the south Sudan-based Sudan People's Liberation Movement and its Army, followed by a referendum in which people of South Sudan voted overwhelmingly for independence presented an opportunity for the people of the South Sudan to move towards a more firmly community-based rehabilitation effort and commence development.

3. Juba Public Works Project

Juba Public works project is a component of the **Safety Net and Skills Development Programme (SNSDP)**, funded by the World Bank through the **Ministry of Agriculture and Food Security** implemented in Juba city council by Action Africa Help International. The project is an initiative of **Government of the Republic of South Sudan**.

AAHI has been implementing the project in Juba city council since March 2016 until November 2016 when it was suspended due to insecurity at the time. The Project resumed activities in June 2017 and will wind up at end of August 2018.

The project was implemented in two phases during the period 2017 to 2018. From Mid June 2017, the project targeted **6,000** vulnerable poor households in 15 quarter councils in Juba city council and from March 2018 to August 2018, the project extended to new 14 quarter councils and 1 Boma in Luri County and supported **6,140** households.

The Project Development Objective (PDO) is to “provide access to income opportunities and temporary employment to the poor and vulnerable and put in place building blocks for a social protection system”.

Project activities include the following; community mobilization, beneficiary selection and registration, subproject selection, environmental and social impact assessment, establishment of beneficiary management committees, provision of working tools, monitoring of activities, grievance redress mechanism and payment of wages.

4. Objective of the consultancy

The main objectives of the end of project evaluation are to assess the progress; the extent of achievement of the intended objectives and indicators as defined in the results and resources framework, generate findings on opportunities, constraints/challenges and lessons learnt during the implementation of the project

The **specific objectives** are:

- 1) To determine the relevance of interventions under this project.
- 2) Assess the effectiveness of the project approaches and efficiency.
- 3) Determine impact of the project including assumptions used in the development of the Project;
- 4) Conduct analysis of opportunities, constraints/challenges and lessons learned during implementation;
- 5) Identify potential sustainability measures.
- 6) Outline recommended actions to be taken in regards to the successful implementation of the similar projects in future

5. Methodology

The evaluation design will be cross-sectional, using both qualitative and quantitative methodologies. The evaluation should assess both outputs and outcomes of project activities using OECD-DAC evaluation criteria of relevance, effectiveness, impact, efficiency and sustainability.

- 1) Quantitative data should be gathered through household interviews.
- 2) Literature review of statistics from the project and Project implementation unit of the Ministry of Agriculture and Food Security
- 3) Information should be gathered through; Focus Group Discussions (FGDs) with project beneficiaries and project management committees and Government Ministries.
- 4) Key Informant Interviews (KII) and In-Depth Interviews (IDIs) with Ministry of Agriculture and Food Security Staff, Juba City Council Core Team, Block and Quarter council administration.

6. Scope of the end of Project evaluation

The consultant is expected to undertake the following tasks:

- 1) Review all relevant existing documents; i.e. Project proposal, Project agreement, previous project reports.
- 2) Develop Inception report/response to TORs and present for review and approval.
- 3) Develop a work-plan detailing methodology of the survey, data collection tools, sampling and analysis instruments and present for review and approval.
- 4) Train data collectors from AAH staff and Government staff on use of data collection tools.
- 5) Lead the data collection exercise with participation of AAHI staff and relevant Government staff.
- 6) Perform data analysis.
- 7) Generate and present the draft final evaluation report for review by AAH management ,
- 8) Facilitate Stakeholder's review of the draft report to discuss the draft findings, conclusions and recommendations.
- 9) Incorporate stakeholder/expert comments and submit final report.
- 10) Present the final evaluation report to AAH.

The final report should be submitted to AAH South Sudan in both hard and soft copies.

7. Time frame

The assignment is expected to take a maximum of 11 working days effective 1st August 2018, and final reports should be submitted to AAHI South Sudan not later than 20th August 2018.

8. Support from AAHI South Sudan to the end of project evaluation

AAHI will provide the following support to facilitate the end of project evaluation process:

- Transport into and out of the country as well as within the country during the review process.
- Meals and accommodation for the consultant during review process in-country
- Data collectors, their fees and training materials
- Logistical support for the data collection process

9. Key deliverables

Based on this TOR the consultant shall deliver the following:-

- Within one week of signing of the contract, the consultant shall provide an inception report. This must be accompanied by tools for data collection.
- A draft (soft copy) end of project evaluation report one week after data collection.
- Submit to AAH South Sudan the final report for the evaluation (both hard copy and soft copies). The report should not be more than 25 pages excluding annexes.
- Data sets used for analysis.

The final report should include at a minimum the following elements:

- Executive summary.
- Background;
- Brief project description and context.
- Evaluation objectives.
- Methodology including sampling procedure and size.
- Main findings per project component.
- Lessons learnt per project component
- Recommendations per project component
- Conclusion.

10. Evaluators profile and requirements

- The consultant(s) should have significant experience in cash based programming in emergencies and developmental contexts (7-10 years).
- Hold a Master Degree in Social science, Development or similar relevant fields.
- S/he should have experience in leading multi-county evaluations or studies and demonstrable evidence of producing high quality written publications. For this the consultant should have ability to present credible findings derived from evidence and putting conclusions and recommendations supported by the findings. Examples of at least two evaluation reports should be submitted during the face to face interviews.
- Knowledge of humanitarian evaluation methods and techniques with good understanding of data collection, data analysis evaluation methodologies and design and strong qualitative and quantitative research skills is essential.
- Excellent verbal and writing skills (English Language is mandatory).
- Experience working in South Sudan.
- Both the lead consultant and his/her team members must have excellent interpersonal skills.

11. Application procedure

The interested candidates are requested to submit:

- Technical proposal document which shows how the consultant intends to carry out the consultancy.
- Financial proposal.
- Samples of related previous work on projects evaluation.
- Curriculum Vitae of the consultant

All the above documents should be submitted to procurement.southsudan@actionafricahelp.org with the title PUBLIC WORKS END OF PROJECT EVALUATION on the subject line.

12. Criteria for evaluation and award of consultancy

Eligible proposals will be evaluated based on full and open competition, in strict adherence to the Scoring Criteria detailed below:

Criterion	Score
Interpretation of scope of work	20 points
Suitability of the proposed methodology	30 points
Experience and expertise in similar assignments	30 points
Financial proposal	20 points

AAHI South Sudan reserves the right to accept or reject any proposal received without giving reasons and is not bound to accept the lowest or the highest bidder.

13. Payment Schedule

The payment schedule is subject to negotiation with the consultant and to be detailed in contract to be signed with consultant.

14. Special Provisions:

- All written deliverables produced under this work order shall be submitted as scheduled to AAH Head of Programmes in both electronic formats, using MS Word and printed hard copies.
- Changes in the scope of work shall require prior discussion and approval by AAHI and shall be defined in writing.