

*Kenya, Somalia, South Sudan, Uganda, Zambia*

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**TERMS OF REFERENCE FOR END OF PROJECT EVALUATION  
 OF CAPACITY BUILDING FOR POST CONFLICT  
 REINTEGRATIONPROJECT (CAPOR)**

### **1.0 INTRODUCTION TO AAHI**

Action Africa Help International (AAH-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. AAH-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. AAH-I strives to mainstream gender and disability equity, and HIV/AIDS in its work.

### **2.0 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.

### **3.0 CAPACITY BUILDING FOR POST CONFLICT REINTEGRATION (CAPOR)**

The Capacity Building for Post Conflict Reintegration project (**CAPOR**) was designed to enhance community capacity to participate in a successful and peaceful reconstruction and reintegration process through adequate information systems. The main focus of CAPOR is to use various creative media approaches to reach out and educate communities, especially youths. The underlying idea is to change attitudes which in turn transforms behaviors and finally leads to peaceful reintegration process. The CAPOR project aims to promote and increase positive attitudes, knowledge and practices that foster peaceful reintegration within the Equatoria region of South Sudan. It uses media systems both modern and traditional to disseminate relevant information to targeted communities.

The overall goal of CAPOR is to create a peaceful post-conflict transition and reconstruction process in Equatoria Region of South Sudan through:

- Strengthened community capacity for Planning, Monitoring and Evaluation in Return, Reintegration and community development
- Creation of erudite and well-informed stakeholders able to participate effectively in the development process at community level
- Increased Conflict management and transformation capacity
- Enabling groups and individuals to secure productive employment
- Promotion of good cooperation and collaboration between various stakeholders, relevant Programmes and other relevant agencies

#### **4.0 PURPOSE OF THE END OF PROJECT EVALUATION**

The purpose of this end of project evaluation is to provide the CAPOR AAHI management team with an independent final evaluation of the performance of the project as compared to the planned project objectives and measuring these against the baseline benchmark. The end of project evaluation findings are envisaged to identify and document: achievements, challenges, opportunities, lessons learnt, impact of the project and recommendations for the improvement of future projects.

#### **5.0 SCOPE OF THE END OF PROJECT EVALUATION**

The consultant for the midterm review is expected to undertake the following tasks:

- Develop Inception report/Response to ToRs and present for review and approval.
- Develop primary methodology of the survey, data collection tools, sampling and analysis instruments and present for review and approval.
- Facilitate an expert/stakeholder review of the tools and methodology proposed for the survey in the project location.
- Revise the tools and methodology proposed for the survey based on feedback from the expert/stakeholder review.
- Train data collectors from AAHI staff and government staff on use of data collection tools.
- Lead the data collection exercise with participation of AAHI staff and relevant government staff.
- Perform data analysis.
- Generate and present the draft final evaluation report for review by AAHI management ,
- Facilitate local stakeholder's review of the draft report and input in project location. To check the factual basis of the evaluation, and to discuss the draft findings, conclusions and recommendations.
- Incorporate stakeholder/expert comments and submit final report.
- Present the final evaluation report to AAHI.

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

#### **6.0 KEY END OF PROJECT EVALUATION QUESTIONS**

This study will be specifically expected to answer the following questions:

##### **Relevance/Appropriateness**

- How relevant/appropriate are the project approaches to attaining the project objectives?

##### **Effectiveness**

- Has the project achieved its envisaged targets/objectives and how far has the project achieved the outcome indicators?

##### **Efficiency**

- How far has funding, staff, time and other resources contributed to or hindered the achievement of the results?
- Has “Value for money” achieved?

**Impact**

- What difference is evident in the lives of those targeted by the project as compared to the baseline?
- How did the project engage with poorest of the poor and vulnerable communities?

**Sustainability**

- What are the prospects of the benefits of the project will be sustained after the interventions are over?

## **7.0 TIME FRAME**

The assignment is expected to take a maximum of 11 working days effective 28<sup>th</sup> August 2017, and final reports should be submitted to AAH South Sudan not later than 10<sup>th</sup> September 2017.

## **8.0 Support from AAH South Sudan to the end of project evaluation**

AAH 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 .0 KEY DELIVERABLES**

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

- a. Within one week of signing of the contract, the consultant shall provide an inception report. This must be accompanied by tools for data collection.
- b. A draft(soft copy)midterm review report two weeks after data collection.
- c. Submit to AAH South Sudan the final report for the assessment (both hard copy and soft copies). The report should not be more than 25 pages excluding annexes.
- d. 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 purpose.
- Methodology including sampling procedure and size.
- Main findings per project component.
- Lessons learnt per project component
- Recommendations per project component
- Conclusion.

## **10.0 EVALUATOR’S PROFILE AND REQUIREMENTS**

- a. Hold a Master Degree in Social science, peace building or any other related field.
- b. At least three years’ experience in evaluating/reviewing of peace building related and behavior change evaluations in South Sudan or similar contexts.

c. The consultant must be able to demonstrate experience in the systematic verification and analysis of both quantitative and qualitative data, preferably in a capacity building support context.

d. Excellent report writing skills.

## **11.0 APPLICATION PROCEDURE**

The interested candidates are requested to submit:

a. Technical proposal document which shows how the consultant intends to carry out the consultancy.  
b. Financial proposal.

c. Samples of previous work on projects evaluation.

d. Curriculum Vitae of the consultant

All the above documents should be submitted to [procurement@actionafricahelp.org](mailto:procurement@actionafricahelp.org) with the title CAPORENDE OF PROJECT EVALUATION on the subject line on or before

**23<sup>rd</sup> August 2017.**

## **12.0 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:

<b>Criterion</b>	<b>Score</b>
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

AAH 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 AAHI 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.