



Terms of Reference For End of Project Evaluation

Building Resilience through Asset Creation and Enhancement II (BRACE II) Project in Gogrial West (Warrap state), Aweil North (Northern Bahr el Ghazal State) and Magwi (Eastern Equatoria state) South Sudan

January 2022



1. Background

Building Resilience through Asset Creation and Enhancement Phase II (BRACE II) started in January 2018 and ends on 31st March 2022. The project is co-funded by the UKAID through its agency Foreign, Commonwealth and Development office (FCDO) from January 2018 to 31st March 2022 and the Swiss Agency for Development and Cooperation (SDC) from 1st June 2020 to 14th February 2022 with the aim of addressing food insecurity in Greater Bahr el Ghazal and Eastern Equatoria. The primary purpose is to enable 21,396 rural households (128,376 individuals) improve their food security and empower them to cope with environmental volatility.

The BRACE II aims to build self-sufficiency among project beneficiaries by supporting households to sustainably meet their ongoing food needs, increase household income and subsequently be able to run livelihoods that can empower them overcome future shocks. The project ensures building of physical and/or natural assets as a condition upon which most participants receive payments while SDC component provided unconditional payments to labour constraint household with the potential to sustainably improve the productivity, resilience and profitability (income). To enhance agricultural production, BRACE-II engages participants in asset rehabilitation and/or construction with the activities addressing key knowledge, skill and resource gaps among male and female farmers, emphasizing sustainable and climate-smart practices and techniques, and principles of nutrition-sensitive agriculture. Household livelihood assets (crop farms) enhance farmers' capacity to produce food for consumption and marketing thereby strengthening their resilience to climate-induced shocks. Through group production the target groups are trained in co-existence, team work and skills transfer. They support each other for sustainable social cohesion as that social capital in the areas already prone to communal conflicts.

With the project participants under the UKAID component, they are recruited in cohorts and graduated after a year period (cohort A in 2018-2019, B 2019-2020 and cohort C 2020-2021). The SDC component of support (unconditional) was introduced and implemented on the same timeline with Cohort C. The SDC funded unconditional component of the project provides labour-constrained households, not targeted with FCDO funding with unconditional cash transfers and ensures most vulnerable members of the community are supported and no conflict exists among the targeted communities.

The overall objective of this action is to contribute to strengthening food and nutrition security and resilience among food insecure households and communities in Greater Bahr-el-Ghazal and Equatoria Regions in South Sudan.

The project has targeted the following locations across Warrap, Northern Bahr el Ghazal, and Eastern Equatoria States:



State	County	Payam - Bomas	Agency
Warrap	Gogrial West	Alek West Payam – Maper Boma-Nyokthiang boma. Kuac North payam – Monjooc Boma-Angui boma and Lukluk boma.	WV
Northern Bahr el Ghazal,	Aweil North	Ariath Payam – Abyei chok Boma-Maker Ruel Boma-Lanager Boma-Pandit Boma and Ngap Akot Boma Malual East Payam_Makuach Deng Ayom Boma-Rialdit Boma-Mayen Ruel Boma-Mawel Gier Boma-Makol Achien Boma Malual Center Payam _ Makuei Deng Ather Boma - Amet Nyang Boma- Makuac Kuol Boma – Nhompeth Boma and Mangok Ngong Boma Malual North Payam _ Malual loch Boma-Warkuel Boma-Makuac Dau Boma-Majak Bol Malual West Payam_Mangar piol	SAADO
Eastern Equatoria	Magwi	Mugali – Pageri-Iwire – Magwi – Obbo – Omeo– Agoro – Owiny ki bul Moli _Kerepi and Opari	SPEDP

Project summary

Below is a summary of the project's overall objectives and results.

Impact: Strengthen food and nutrition security and resilience among food insecure households and communities in Greater Bahr-el-Ghazal and Equatoria Regions



Outcomes and Outputs

Outcomes

Outcome 1: Improved food security and better community relationships among the most food insecure.

Outcome 2: Immediate hunger gaps reduced through conditional and unconditional cash and/or food transfers for work/assets

Outcome 3: Increased capacity to anticipate, adapt, and absorb changes in climate and disruptive events including natural disasters and conflict, including adapting to climate change

Outputs

Output 1: Food insecure targeted households have access to labour based and non-labour-based safety nets (cash-based transfer)

Output 2: Community assets that enhance resilience to food insecurity and climate variability and extremes are improved or created

Output 3: Skills and knowledge for resilience are improved

- Project participants are trained on improved and climate-sensitive agricultural practices, improved nutrition practices and conflict mitigation

Output 4: BRACE II management is adaptive and informed by the M&E and feedback mechanism

- 100% Partners' community feedback mechanisms are established at the distribution sites
- 95% of people know where to complain/provide feedback
- Monitoring & evaluation products such as Mid-term evaluation, success stories, PDMs provide basis for learning.

Key Indicators for goal, outcome and output levels are available in the MEAL plan and will be provided to the consultant when signing the contract agreement or at the inception meeting.

The project is implemented in collaboration with the respective authorities at State, County and Boma level and all BRACE II consortium partners (WV, SAADO and SPEDP) work in adherence to the local development plans.

2. Target groups

BRACE II targets both labour constrained and able food insecure household aforementioned in project operational areas:

- i) Rural farmers with limited capacity to produce sufficient food are supported to acquire skills, tools and knowledge to enhance resilience to shocks caused by seasonality.
- ii) Vulnerable households (female-headed, IDPs/returnees, chronically ill, the elderly, people with a disability), with the intent to provide short term food relief while bouncing back through own production and saving for long term resilience.

3. Purpose of the Evaluation



The main purpose of this assignment is to evaluate project achievements and progress towards meeting the objectives and targets and to assess the impact, relevance, efficiency, coherence effectiveness and sustainability of the project to date as per the Organisation for Economic Cooperation and Development (OECD) Development Assistance Committee (DAC) Evaluation Criteria.

The evaluation will also generate lessons learned and recommendations for any future similar intervention.

The independent evaluation will generate detailed information about the project implementation process and results. The information will be used for public presentations and learning, for sharing with various stakeholders such as government counterparts, local stakeholders and private sector partners, and for promotion of services in the community, as well as identifying possibilities for project replication. The results from the evaluation will also support the consortium member's agency-level learning, by documenting and explaining why planned activities succeeded or failed.

4. Methodology

The evaluation will be conducted in the mentioned three counties (Gogrial West, Aweil North and Magwi) where the BRACE II project operates and may take a participatory approach engaging all key stakeholders including beneficiaries, government partners, donors (SDC/FCDO) and Consortium members etc.

The Evaluation will also include a desktop review of relevant documentation and fieldwork in South Sudan.

The consultant, with the support of the WV, SAADO and SPEDP MEAL teams, will lead the end line Evaluation process for the project in all operational areas. The evaluation will use both quantitative and qualitative methods depending on the data requirement of the proposed indicators. To maintain the quality of the data, as much as possible data collection should be conducted using Digital Data Gathering (DDG) Devices.

A statistically representative sample will be taken for the survey based on project and geographical representation. Sampling design should include representation of all groups targeted by the project and Do-No-Harm principles.

The design and implementation of the end-line evaluation survey should also ensure that principles of gender equality, inclusion and non-discrimination are considered and acted upon throughout, and that the meaningful participation of the most vulnerable groups and other key stakeholders is promoted in the design and implementation processes.

The design should allow for harmonization with the baseline and comparability with the end line.

Line of inquiry:

1. Effectiveness:



- To what extent have the planned objectives in the project log frame been reached, per indicator, disaggregated by gender, age and disability, when appropriate, by residential status?
- To what extent have the project activities and outputs contributed to the overall project goal? What were the major endogenous (internal to the project) and exogenous (external to the project, such as Covid-19, Climate Change etc.) factors influencing the achievement of the objectives of the project?
- Does the project have a complete M&E system which is regularly updated to track the progress of the project for both participants of conditional and unconditional cash or food transfers? Were there any observed weaknesses or strengths in this system?
- What opportunities for collaboration have been utilized and how have these contributed to the project effectiveness?
- Were the underlying project theories and assumptions valid (theory of change, identified risks and mitigations etc.)? Have proper accountability and risk management framework(s) been in place to minimize risks on program implementation?
- How effective has the consortium approach with SAADO and SPEDF, including the related structures been in delivery of the project?
Reach:
- To what extent have the project beneficiaries been reached and what mechanisms were in place to improve coverage?

Quality:

- The end-line evaluation should assess the overall quality of the implementation. It is important to include beneficiaries' opinions on the quality of the services received.
- What mechanisms have been in place to track implementation of the project? (i.e., internal monitoring, evaluation, accountability, learning (MEAL)) and quality assurance mechanisms?
- Did the quality of the outputs delivered by the project meet the needs and expectations of the beneficiaries? What do beneficiaries feel could be improved for enhancing local capacity?
- To what extent have project outputs contributed to build long-term community capacity?
- To what extent the project was participatory throughout the project cycle?

2. Efficiency:

- How efficient was the delivery of project not only in terms of expenditure, but also in terms of timely implementation of activities and delivery of outputs? To what extent is the relationship between inputs and outputs timely and cost-efficient?
- Was the project activity implementation (modality) cost-efficient, while not compromising quality?
- What would have been opportunities within the project implementation to reach more beneficiaries with the available budget or reduce costs while reaching at least the same number of beneficiaries without compromising quality?
- Were alterations made to the program design in terms of collaboration during the implementation phase based on the reality on the ground?
- What were the outcomes of these choices for effective and efficient program implementation? Was the project design timely in responding to the needs on the ground?
- Were the activities timely implemented when compared to the project work plan?



- Were funds available in time during implementation of the activities to respond to new developments?
- To what extent has the collaboration between WV, Consortium partners and line ministries and other stakeholders contributed to efficient and timely coordination of logistic activities and processes?

3. Relevance

- Comparison between the relevancy of both conditional and unconditional cash in building household resilience
- How relevant were the objectives and activities, implemented by the project, in addressing humanitarian needs in the project locations?
- How well has the project prioritized vulnerable farm households (smallholder, including able and labor constrained) and gender (women and men in different groups), and government priorities?
- How do beneficiaries perceive the relevance of the project and how have the activities implemented improved their lives?
- Are there any successful stories of change?
- To what extent was the project able to adapt and provide appropriate responses to context changes (e.g., climate shocks, covid-19) and emerging local needs, and the priorities of beneficiaries?

4. Impact

- What positive and negatives changes occurred due to the project beyond initial plans? What were the factors behind these changes?
- How did the project impact on various beneficiaries such as women, men, household type such as Male and female headed household, ages and disability?

5. Learning:

- Is there any substantial evidence on how project learning was generated and applied to improve the implementation, effectiveness and efficiency of the project?
- Who benefited from shared learning experiences (e.g., joint meetings, joint field visits, workshops provision on best approaches and methodology), mainly the NGOs or also the local sector, community members and beneficiaries?
- How did the different actors learn from these experiences?
- The evaluation should at least include one lesson learned and recommendation per evaluation category, i.e., effectiveness, efficiency, relevance etc.
- What are the key lessons learnt so far per project objective? To what extent has the delivery of response activities contributed to effective, efficient, relevant and timely delivery of aid and enhanced impact for the beneficiaries?

6. Coherence:



- Are there any concrete examples of successful models of collaboration of the project with other NGO partners on geographic level, not just in terms of avoiding duplication but increasing complementarity and integrated programs affecting the reach and impact on beneficiaries?
- To what extent were the activities of the project complementary to the work of other stakeholders, i.e., prevented duplication and contributed to the larger response activities in South Sudan?

7. Visibility:

- How visible is UKAID/SDC and partner's logo at project sites?
- What measures have been taken to create visibility of the project's added value towards government line ministries and other INGOs?

8. Sustainability:

- What strategies are in place for the sustainability of the project? Are the strategies being put into action?
- What mechanisms have WV and partners put into place in order to sustain the key program Outputs and Outcomes?
- How has the program worked with local partners to increase their capacity in a sustainable way?

5. Scope of the Work

During the evaluation, the consultant is expected to undertake the following assignments:

- Prepare inception report, hold inception meeting with WV, SAADO and SPEDF team, and conduct a desk review to understand the project context and focus. The desk review will include project proposal, previous mid-term evaluation reports, contextual analysis report from operational areas, including prior surveys conducted by WV, SAADO and SPEDF, project reports and case studies, national statistics or policy documents and specialised studies;
- Develop end-line evaluation matrix describing data collection tools, defining the data requirement, data sources and the methods of data collection for each indicator. The evaluation tools should be able to capture boma, county, community and household levels data, disaggregated by gender, age, and disability etc;
- Define sampling method, sampling size should be representative of both SDC and FCDO supported population.
- Train data collectors.
- Organize adequate supervision and coordination of the end-line evaluation teams in the field.
- Data analysis and synthesis of findings into a report
- The maximum duration of 6 weeks.

6. Expected Deliverables

Specific deliverables include:

- An inception report clearly outlining the indicators, data collection grid/tools, methodology of the survey, data collection tools that address all agreed indicators and work schedule. This



inception report will need to be approved by World Vision and its partners before the start of the next step;

- End-line survey design, data collection tools and sampling frame;
- Enumerator training, field testing of the survey and refining the tools;
- A comprehensive and well-organized draft end-line Evaluation report.
- A comprehensive and well-organized final end-line Evaluation report both electronic version and signed hard copy by incorporating the feedbacks/comments;
- Presentation of the evaluation findings from the draft report to the relevant teams
- Summary of the main findings and the lessons learned grouped under each evaluation criteria
- Tabular summary of indicators results compared against the baseline value [using project IPTT format] should present end-line Evaluation findings in table form for all the indicators as per the MEAL plan and by implementing partner area;
- Submit all the working files and final dataset (in all forms) including the raw data;
- Abstract and power point presentations to be used for dissemination of results to stakeholders.
- Preparation of a detailed end-line evaluation report of not more than 60 pages. The report should contain very clearly detailed values for all project indicators at Impact, Outcomes and Outputs level with a table detailing these values presented in a matrix should form part of the executive summary in the report.
- The Report should be able to present a comparison between the baseline and end line values of key project indicators
- Validation workshop with the consortium members including key stakeholders' relevant government departments from field office in Kuajok and at Juba office upon completion of data collection processes.

7. Institutional and Organizational Arrangements

The Consultant will report to the Project Director and Quality Assurance and Strategy Manager and will work closely with the MEAL Manager and MEAL staff of each project partner organization.

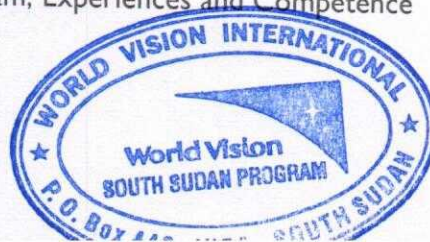
8. Time Frame

The consultancy work will start in the third week March 2022 and all the processes must be completed within 45 days of signing the contractual agreement. The task is very time sensitive, and hence in the work plan the consultant should present in detail how he/she will adhere to this timeframe.

9. Preparation of the Proposal

The consulting firm/bidder shall bear all costs associated with the preparation and submission of the proposal. The consultant shall submit two proposals - technical proposal (with a separate sealed and stamped envelope) and financial proposal (with a separate sealed and stamped envelope) in a single envelope. The technical and financial proposals should be marked properly and should include the name and detailed contact address of the consultant /firm.

10. Required, Expertise, Composition of the team, Experiences and Competence



The consultant/s will be an evaluation specialists or firm with proven experience, will act as team leader and organizer for the EOP, and will have primary responsibility for the design. A minimum of 5 years or more experience, with the following expertise, experiences and competency are required:

Qualification and Experiences

- At least a Master's Degree qualification in any of the following areas: Agriculture, Development Studies, Gender, Social Sciences, Natural Resource Management, Disaster Management, Resilience, Food Security and Livelihoods from recognized institutions;
- Must have a minimum of 5 years of overall experience conducting evaluations for Food Security and resilience building initiatives;
- Prior experience in evaluation of similar cash transfer or voucher program within an international organisation an asset;
- Demonstrated experience of working in donor funded projects under public sector and /or NGOs especially UKAID//SDC funded projects;
- Experience of conducting similar evaluations in South Sudan is highly recommended;
- Must have good conceptual and practical understanding of resilience, gender and protection, livelihoods, DRR, peace building programs/projects relevant to the context.

Knowledge and skills.

- Practical, demonstrable and relevant experience in designing and conducting evaluations of multidisciplinary indicators;
- Excellent analytical, interpersonal, communication and reporting skills;
- Should have knowledge and experience in gender and women's rights issues;
- Excellent command of written and spoken English.

11. Logistics

International and local travel: the consortium of BRACE II project will provide airport pickup and drop off, ground transport and accommodation while in Juba and field. Travelers are advised to obtain visas in countries where they reside including covid-19 related documents i.e., testing and vaccination certificates. An introduction letter may be provided on request to support processing of visas. Visa costs are refundable upon presenting evidence of payment.

12. Mode of Payment

Terms and conditions for the payment

Payment will be effected as follows:

- 15% Withholding tax be factored in Professional fee inclusive 15% withholding tax)
- 30% First instalment of the total cost on submission and acceptance of inception report
- 70% Final payment upon completion and approval of the final report.

The payment will be done according to the following time frame/arrangement. First instalment (30% of the total cost) immediately after the submission and acceptance of the inception report and the second instalment (70% of the total cost) after satisfactory completion of the task and acceptance of the final report.



13. End of Project Evaluation (EOP) Report

The draft and /or final EOP evaluation report should not exceed 60 pages, excluding executive summary and annexes, and comprise at least the following: please see annex 1.

14. Additional information

- Consultants shall be required to sign and abide by the protection from sexual exploitation and abuse, and child and adult safeguarding policies
- Consultants shall abide to the UKAID/SDC beneficiary data management policies
- Consultants shall be required to adhere to applicable South Sudan Government directives on COVID 19.
- The consultant should apply all COVID 19 precautionary measures when travelling to the field, during data collection and interacting with different actors.
- The consultant must have Travel & Health Insurance policy while traveling into South Sudan to cater support in case of emergency (including medical evacuation if need aroused).

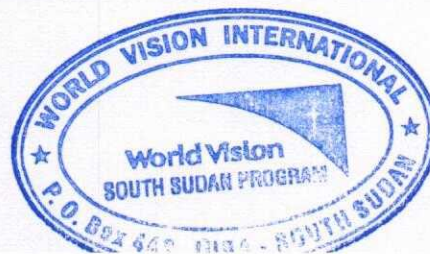
15. Existing Sources of Project Information

- Grant Agreement
- Baseline Survey Report
- Assessment data/reports, case studies [success stories]
- Annual donor reports
- Project organizational chart and position descriptions
- Project detailed implementation plan
- MEAL plan and log frames
- Project financial reports and documentation
- Project support folders that include forms used for data collection, documentation systems, and procedures {MEAL tools, Inputs provision modalities, Minimum standards etc.}

16. Application

Interested and licensed applicants (either Individual Consultants or a Consultants Firm) are highly advisable to submit their bids in soft copy or online not later than 14days starting from the announcement date. If in case applicants wants to submit in hard copy then please use address below. Firms who fulfil the required criteria must submit the following documents:

- Cover Letter;
- CV of proposed consultant teams including reference details of previous clients;
- References with detailed contact address of at least 3 organizations in which the consulting firm provided similar services recently;
- Samples of 2-3 similar previous work pieces.
- All the required legal documents including VAT registration certificate; renewed License etc.



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17. Hiring conditions and contractual requirements

Annex 1:

The proposed format for the final Evaluation report is as follows:

1. Cover page, Table of Contents, List of Acronyms;
2. Executive Summary should be a clear and concise stand-alone document that states the most salient findings, conclusions, and recommendations of the study and gives readers the essential contents of the report in two or three pages. The Executive Summary helps readers to build a mental framework for organizing and understanding the detailed information within the report;
3. Introduction should include purpose, audience, and synopsis of task;
4. Methodology should describe sampling design, study methods, data collection techniques, constraints and limitations of the study process and rigor, and issues in carrying out the study;
5. Overview of the current socio-economic and political situation: a brief overview of the current food security situation in the country including other political economy aspects;
6. Tabular summary of results should present End of project Evaluation findings in table form for all the indicators by implementing partner area;
7. Findings should present findings in response to the study questions. The values must be presented in quantitative format and complemented by descriptive analysis;
8. Conclusions and Recommendations should provide additional analysis of the data and results, drawing out programmatic and organizational recommendations for future designs and planning.
9. Annexes should document the study methods, scope of work, schedules, interview lists and tables and be succinct, pertinent, and readable.
 - References, including bibliographical documentation, meetings, interviews, and focus group discussions;
 - List of stakeholder group with number, type, and date of interactions;
 - Data collection instruments in English, including qualitative protocols developed and used;
 - Data sets in electronic format;
 - Data dictionary and project files used to process the data in electronic format;
 - EOP evaluation study SOW
 - Other special documentation identified as necessary or useful.

Submission deadline Technical & Financial Proposal is **10th March 2022 @3:30 PM Juba Time**

