

TERMS OF REFERENCE:

Cordaid is a Dutch, international non-governmental organization which combines 100 years of experience and expertise in emergency aid and structural poverty eradication. Cordaid believes in a world without poverty and exclusion. We strive for a just and sustainable society where every person counts. We stand for knowledge and talent sharing between North and South, between farmers and businesses, between activists and policymakers. Where poverty, conflict and exclusion tear up societies, we connect people and communities. Cordaid has been active in South Sudan for more than 20 years, with a strong focus on civil society capacity-building. Currently it has programs in Emergency Response, Health, Food Security, Security & Justice, Women Leadership, and Investments. **Plot 45 3rd Class, Hai Neem Area, Juba, Central Equatoria State, Republic of South Sudan**

Activity: Project End-line Evaluation.

Project Name: Improving WASH and Livelihoods and Preventing Malnutrition in Magwi, Eastern Equatoria.

Project Location: Magwi County, Eastern Equatoria State, South Sudan.

Submission closing Date. Proposals must be submitted no later than **4:00 pm on December 12, 2023**

Inquiries. Proposals will be submitted through: tendercordaidssouthsudan@cordaid.org

1. About the Organization:

Cordaid South Sudan is a registered International non-governmental organization (NGO) in South Sudan under the registration number of the Ministry of Justice and the Relief and Rehabilitation Commission with a Registration number of 097. Cordaid South Sudan has 20 years of experience in South Sudan, providing humanitarian assistance and development programs aimed at building community resilience. Cordaid South Sudan operates in eight (08) out of ten (10) states in South Sudan with a strong focus on civil society capacity building. It is currently implementing projects in Health, Sustainable Livelihoods, Humanitarian Aid, Security and Justice.

2. Project Background:

Cordaid South Sudan is implementing a project that started on 1st December 2021 and will end on 29th February 2024 funded by BMZ through our partner Gesundes Afrika. The project goal was aimed at improving WASH and Livelihood while mitigating Malnutrition in Magwi County. This is an integrated project in which about 35,000 project beneficiaries from eight health facilities and nearby communities will have access to clean water and improved hygiene services and at least 1,000 Households will have access to sufficient agricultural inputs and livelihood opportunities to improve their nutritional status and to also enhance the capacity of County Agricultural Department Extension Workers.

The project activities include but are not limited to the drilling of boreholes and upgrading of water points to the Water yard system, rehabilitation of boreholes, establishment of pit latrines and incinerators at the health facilities, hygiene promotion through mass campaign methods, formation and capacity building of water management committees, capacity building of Rural water authority as well as formation of agricultural training groups (ATGs), training of farmers on good agronomic practices and post-harvest handling, farmers field exchange visits and extension workers capacity building. The target beneficiaries of the project include the returnees, IDPs, and vulnerable members of the host community such as women and men, girls, and boys. The project locations in Magwi County include Payams of Moli, Pageri, Opari, Abara, Magwi town, and Mugali.

3. Project Objectives:

- To enable project beneficiaries to have access to clean water and hygiene services.
- To ensure project beneficiaries have access to improved and sufficient seeds for planting, tools, and irrigation equipment to improve their nutritional status.

4. Project Outputs:

- Output 1: 1. At least 35,000 people from eight (08) health facilities and nearby communities have access to clean water and adequate WASH services and hygiene practices.
- Output 1:2. At least five (05) new water points are drilled, four (04) new water points are constructed and equipped with a solar system, and ten (10) dysfunctional boreholes are rehabilitated to ensure community access to clean and sufficient availability of water.
- Output 1:3. Training 8 staff of rural water authority, 24 healthcare workers, 16 community hygiene promoters, and water management committees is completed by the end of the project.
- Output 1:4. At least 6 sanitation infrastructures (latrines) are rehabilitated/constructed, 3 incinerators rehabilitated, and 4 placenta pits renovated by the end of the project.
- Output 2:1. Enhanced nutritional status for 1,000 farmers from eight (8) communities through training and distribution of improved seeds and tools to increase diversified food production in Magwi County by the end of the project.
- Output 2:3. Established 50 agricultural training groups (ATGs) to ease the training of farmers and farmers' field exchange visits.
- Output 2:3. At least 100 lead farmers are trained in good agronomic practices (GAPs) and in turn would be able to train their fellow ATG members.
- Output 2:4. At least eight (08) County Agricultural Department extension workers are trained to improve their capacity on how to deliver extension services.

5. Purpose of the End-line Evaluation:

The objective of this end-line evaluation is to assess the performance of the project and capture project achievements, challenges, and best practices to inform future programming of a similar project. At the end of the project evaluation, at least the following objectives are achieved.

I. Evaluate whether this project “Improving WASH and Livelihoods and Mitigating Malnutrition in Magwi County” has delivered effective, efficient, relevant, and timely activities to the beneficiaries without compromising the project quality and reaching the intended project beneficiaries as set in the project log frame and has a possibility of sustainability.

a. Effectiveness.

- To what extent have the planned objectives in the log frame of the project been reached per indicator, disaggregated by gender and age?
- To what extent have the project activities contributed to the overall goal? Was the project effective in improving the skills of healthcare workers, water technicians, and hygiene promoters to improve community hygiene and water points management? Was the project effective in improving the agronomic skills of the farmers to improve the community's nutritional status?
- What were the major factors contributing to the achievement of the project objectives?

b. Efficiency.

- How efficient was the delivery of the project by Cordaid South Sudan in terms of expenditure and activities implementation?
- Was the project activities implementation cost-efficient while not compromising the quality?
- What would have been the opportunities within the project to reach more beneficiaries with the available budget or to reduce the costs while reaching the same number of project beneficiaries without compromising quality?

c. Relevance

- How relevant were the objectives and the activities implemented by the project team in addressing the humanitarian needs in the project area?
- How do the beneficiaries perceive the relevance of the project and how have the activities implemented improved their lives? Are any human stories about change realized because of the project intervention?
- To what extent was the project adaptable and provided an appropriate response to the emerging local needs and the priorities of the beneficiaries?

d. Timeliness

- Was the project intervention timely in responding to the needs in the project area?
- Were the activities implemented timely as per the planned project timeline?
- Were funds available in time to facilitate the timely implementation of the project activities?

e. Quality

- Did the quality of the activities delivered by the project meet the needs and expectations of the beneficiaries?
- What did the beneficiaries feel to be improved in contributing to strengthening the local capacity?
- What mechanisms are in place to track the project implementation by the Cordaid South Sudan team? (indicator monitoring, evaluation, accountability, and learning – MEAL?) How did the team utilize them to improve the project quality?

f. Reach/Coverage

- To what extent have the project beneficiaries been reached? And what mechanisms were in place to improve the coverage?

g. Sustainability

- How will the impact made by this project continue beyond the life of the project?
- Are there mechanisms put in place by the project team to ensure that the key project outcomes and outputs are sustained?
- What are the risks facing the sustainability of the key project outcomes and outputs?

II. Identify and assess key lessons learned, and challenges and draw recommendations for future programming of a similar project. The end-line evaluation should at least include one lesson learned and recommendation per the below category, that is effectiveness, efficiency, relevancy, or timeliness.

- What are the key lessons learned per objective?
- To what extent has the delivery of the project activities contributed to the effective, efficient, relevant, and timely delivery of humanitarian aid and enhanced impact for the beneficiaries?

6. Methodology

The consultant will develop the methodology as well as the tools to be used and shall present them during the inception report. The project evaluation objectives should be properly assessed including the research questions under each objective. The data collection should include the use of several approaches to gain a deeper understanding of the project outcomes including but not limited to

- Desk review of the background documents such as project documents, monitoring data, progress narrative, and field visit reports.
- Key informant interviews with the project team, beneficiaries, and local government stakeholders to gather substantial evidence on the effectiveness, efficiency, relevance, and timeliness of the project activities implementation and delivery.
- Focus group discussions (FGDs) with key stakeholders from local government like RRC, County WASH department and county agriculture department, and project beneficiaries.

7. Deliverables

The consultant is expected to lead, accomplish, and submit the following deliverables within the agreed timeframe and the budget.

7.1. An inception report that will serve as an agreement between the consultant and the Cordaid South Sudan team on how the evaluation will be conducted. Items to address include;

- Understanding of the objectives and questions raised in the TOR
- Data sources; how to assess the questions in the TOR
- Research methodology
- Timeline/schedule of activities and travels
- Proposal for a validation workshop
- Detailed budget
- Appropriate validated draft of data collection tools
- Raw data in any of the following Statistical packages (STATA, SPSS) and transcribed qualitative scripts.

7.2. A maximum of 30 – 35 pages of the draft and final evaluation reports (in MS Office and PDF for final), excluding the annexes in English. It is preferable to illustrate the results with appropriate graphs, visuals, tables, and/or dashboards with accompanying explanatory text. The report should consist of:

- Executive summary
- Introduction
- Methodology
- Analysis and findings of the evaluation. The analysis should be done according to the objectives.
 - Objective 1
 - Objective 2
- Address concerns, lessons learned, and comments from the Cordaid South Sudan team.
- Document human stories and quotes from the respondents.

- Conclusions for each of the end-line evaluation objectives
- recommendations for future projects
- **Annexes including.**
 - Relevant maps and photographs of the evaluation areas
 - Bibliography of the consulted secondary sources
 - Finalized data collection tools
 - List of interviewees with accompanying informed consent forms.
- PowerPoint presentation of preliminary findings
- Learning event for project stakeholders

8. Indicative timelines

The data collection phase in the project site is to be agreed between the consultant and the Cordaid South Sudan project team. Based on this timetable, the Consultant and Cordaid South Sudan team shall agree on the commencement date and the end date, and this timetable may change depending on accessibility or not due to weather conditions or insecurity.

Phase	Deliverables	Payment	Working Days
Inception phase	Draft inception report		
Tools development phase	Deliverable I. final inception including budget, methodology, and qualitative research tools approved by Cordaid South Sudan project team	30% of total budget	3
Data collection phase	Desk reviews, interviews in Juba, and field visits in Magwi		10
Data analyses phase	Presentation of initial findings in Juba and draft of the report		3
Evaluation report phase	Draft evaluation report for comment by the project team		3
	Deliverable II. Learning session in Juba	30% of total budget	1
	Deliverable III. Final evaluation report	40% of total budget	2
Total		100%	22

9. Roles and responsibilities

Consultancy firm	The Cordaid South Sudan & Gesundes Afrika
<ul style="list-style-type: none"> Develop an inception report detailing the methodology, stakeholders to be interviewed, tools to be developed, time frame for the evaluation, and the budget 	<ul style="list-style-type: none"> Review the consultant's qualifications and the relevant experience. Provide all the background materials to the consultant in a timely manner. Read and provide comments on the inception report including the proposed research methodology, the information-gathering techniques, and the suggested project sites.
<ul style="list-style-type: none"> Holds the overall management responsibility of the review including designing and carrying out the evaluation, drafting the final report, and debriefing the project team and the key stakeholders. 	<ul style="list-style-type: none"> Provide data/information for the desk review and facilitate access to any information deemed necessary in the evaluation process. Review and comment on the deliverables and approve all deliverables. Facilitate contacts with key line local government departments and beneficiaries by supporting the evaluation team during the fieldwork and bringing the research team to the project sites to meet beneficiaries or key other stakeholders.
<ul style="list-style-type: none"> Liaise with the Cordaid South Sudan project team throughout the process, providing regular updates and seeking their input and advice where necessary. Request approval in case of any deviation from the budget and/ or miscellaneous costs. 	<ul style="list-style-type: none"> Oversee the service provider by managing the consultancy contract, monitoring adherence to the specified deadlines, facilitating access to required information, review, and comment on the deliverables. Provide guidance throughout all phases of execution, facilitate the fieldwork,

	<p>including interviews with local government officials and beneficiaries.</p> <ul style="list-style-type: none"> • Manage the evaluation budget and communication around the costs and requests from the evaluator for miscellaneous expenditures.
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10. Qualifications and Experience

Required:

- At least a master’s degree in agriculture, public health, water engineering, or related field.
- At least seven (07) years of experience in conducting baseline/end-line surveys for humanitarian sectoral projects relating to WASH, Livelihoods, and Health.
- Demonstrated experience with quantitative and qualitative research and statistical data analysis.
- Experience in conducting surveys in Eastern Equatoria region preferably in remote areas.
- Experience working in insecure environments in South Sudan and managing security risks.
- Highly developed self-management and communication skills.

11. Selection process

Cordaid South Sudan will use its internal procedures, checklists, and an interview process to select the consultant. The potential consultant is required to submit a proposal explaining their understanding of the TOR and how they would approach the assignment by summarizing their methodology especially how they plan to meet the objectives including the timelines and the budget. All the consultancy team members to be involved in this assignment should have their CVs submitted, detailing their relevant experiences and qualifications, their budget, and time availability.

12. Submission

- Interested consultants should submit their CVs, the technical proposal explaining their comprehension of the TOR and explain their methodological approaches they plan to use including the timeline.
- Two samples of similar previous assignments.
- A detailed financial proposal.