

TERMS OF REFERENCE (TOR) FOR END-LINE EVALUATION CONSULTANCY IN MAGWI COUNTY (EASTERN EQUATORIA STATE)

Organization	Lutheran World Federation
Project Title	Promoting Socio-Economic Integration of Returnee and Receiving Communities in Magwi County
Sector(s)	<ol style="list-style-type: none"> 1. Education 2. WASH 3. Food Security & Livelihoods 4. Human Rights, Social Cohesion and Community-based Psychosocial Support
Project period	1 January 2021 to 31 December 2023
Period covered by the evaluation	1 January 2021 to 30 June 2023
Assignment	Conduct End-line Evaluation
Specific Assignment Location(s)	Magwi County (Eastern Equatoria); Magwi Payam, Obbo Payam and Pajok Payam
Reporting To:	Program Coordinator based in Juba with support from Deputy Program Coordinator, Area Coordinator-Magwi and PMER Manager
Duration	30 days
Possible start date	24 th July 2023
Possible end date	23 rd August 2023



1.0 INTRODUCTION

LWF South Sudan program with financial support from Bread for the World (BfdW) has been implementing a 3-year (2021-2023) project that **Promotes the Socio-Economic Integration of Returnee and Receiving Communities in Magwi County**. The program aims to achieve this by increasing access to primary education for 2,200 returnees and receiving community children, access to safe and clean water for 7,400 community members, access to livelihood opportunities for 600 returnees and host community members and enhancing the involvement of 117,000 community members in Human Rights, Social Cohesion and Community based Psychosocial Support initiatives. The project is being implemented in three Payams in Magwi County, Eastern Equatoria: Magwi, Obbo, and Pajok Payams.

2.0 COMMISSIONING ORGANISATIONS/ OWNER'S TEAM

The Lutheran World Federation (LWF) as an implementing partner is an International Non-Governmental Organization with its headquarters in Geneva and represented by a Country office in South Sudan. The Country office is further developed into LWF's four sub-offices of Jonglei (since 2004), Maban (since 2012), Ajuong Thok (Jamjang, since 2012); and Magwi (since 2019). The LWF South Sudan Program focuses on three programmatic areas, namely Livelihoods, Quality Services, and Protection and Social Cohesion targeting the most vulnerable rights holders, including refugees, IDPs, returnees, refugee-hosting communities, and other at-risk local communities. Specifically on this Project, LWF works with 3 sub-granted National NGO partners namely CINA, PDCO and RECONCILE International dealing with Community-based protection; Advocacy on land rights and climate change; and Peace and Social Cohesion respectively and one contracted partner called Yei TTC dealing with Teachers training.

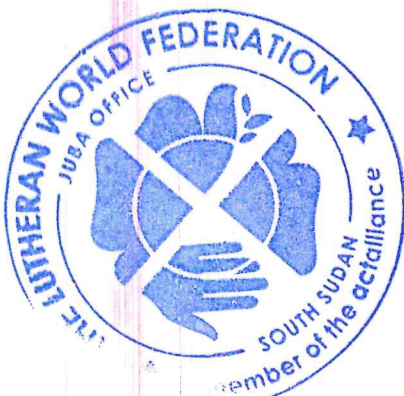
On the other hand, Bread for the World with its headquarters in Germany through its Regional office based in Addis Ababa in Ethiopia is the main financing partner for this project with co-financing from Australian Lutheran World Service based in Australia and ACT Church of Sweden Based in Sweden.

3.0 AIM OF THE CONSULTANCY

The end-line evaluation aims to assess the relevance, coherence, efficiency, effectiveness, sustainability and impact of the project on the target beneficiaries. The evaluation will help to identify lessons learned, best practices and areas of improvement in the implementation of future similar projects.

3.1 Scope

The evaluation will cover the period from 1st January 2021 to 30th June 2023 to create an accurate and comprehensive picture of the project implementation, generating findings on evaluation criteria and documenting best practices and lessons learned. It shall be conducted in (Eastern Equatoria State), Magwi County in the following Payams; Magwi, Obbo and Pajok.



4.0 PROJECT

4.1 Expected Outcome and Impact

The project aims at promoting socio-economic integration of returnees and receiving communities in Magwi County of Eastern Equatoria State of South Sudan.

4.2 Objectives

The project has the following objectives:

1. Increased primary education coverage for school-age children from returnees and receiving communities in Magwi County
2. Increased use of safe drinking water and livelihood opportunities for returnees and members of the host community in Magwi County
3. Communities' involvement in Human Rights, Social Cohesion and Community based Psychosocial Support in Magwi County is enhanced

4.3 Intended outputs

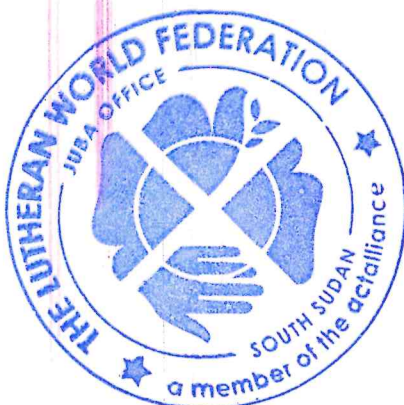
Under Objective 1: Access to education

1. 9 classrooms in two schools renovated and 3 classrooms constructed in one school in Magwi County
2. 79 SMC and PTA members from 3 schools trained and supported to executed their roles and responsibilities effectively.
3. 20 teachers inducted basic pedagogy and 40 attend certified training
4. 1,728 (50% female) learners in 3 schools supported with learning supplies and 864 girls provided with dignity kits.
5. Learners in three schools supported to form and run clubs in schools on environment, hygiene and peace building.

Under Objective 2: WASH and livelihood improvement

WASH

1. Two high-yield boreholes drilled, installed with solar powered pump and linked to elevated reservoirs, schools, health centers, irrigated farms and community watering points in Pajok and Oyere Payams of Magwi County.
2. Two Community Water Management committees (with at least 40% female members) and Community Water Technicians trained and provided with startup tools and repair kits.
3. Damaged boreholes renovated in four Villages of Magwi County.



Livelihoods

1. Skills survey to inform skills to be prioritized for vocational training in Magwi County and refugee settlements in northern Uganda conducted.
2. A vocational training center established and equipped in Magwi County and 80 youth (At least 50% female) trained and supported to employ their skills.
3. Two existing youth centers renovated, equipped, and availed for self-management by the youth, reaching 600 youth (50% female).
4. One hundred and Twenty (120) farmers trained and supported to engage in livestock farming in poultry, improved breeds of goats, climate-smart and irrigated agriculture and agroforestry and trained to form IGA groups in Magwi County.

Under Objective 3: Human rights, social Cohesion & Community based psychosocial support

1. One Hundred and Sixty (160) people including returnees, clan elders, youth and women leaders, state and county authorities and police engaged in peace-building sessions and plans of action developed for implementation.
2. Youth structures supported to organize sports activities for peace and social cohesion, reaching 3,600 youth in Magwi County.
3. Awareness and climate change advocacy targeting 120 influencers including state authorities, community chiefs, youth, and farmers groups conducted.
4. Sixty (60) people including landlords, clan elders, local CSO, returnees, women leaders and state officials trained on land rights promotion, enforcement and arbitration
5. Cross-border information sharing and linkages between returnees and receiving communities facilitated.
6. Three (3) local CBOs supported to advocate for human rights, land ownership rights and gender justice.
7. Three community-based child protection structures trained and supported to address child welfare in Magwi County.
8. Sixty (60) people including LWF staff, schoolteachers and local authorities trained in community-based psychosocial support (CBPS).
9. Three (3) community-based initiatives for protection and peace-building supported annually for 3 years.
10. The capacity of local-level line-ministry offices boosted to enhance in service delivery in Magwi County.
11. Awareness campaigns towards prevention, containment and response to Covid-19 among the project beneficiaries in Magwi County conducted.



Table 1: Logical Framework

Overall project goal	To contribute to socio-economic reintegration of returnees in Magwi County of Eastern Equatoria State of South Sudan		
Objectives	Indicators	Baseline/Target	Means of Verification
Objective 1: Increased primary education coverage for school-age children from returnees and receiving communities in Magwi County	1.1 At least 80% of school-age girls and boys enrolled in primary education in Pajok and Obbo Payams	Baseline: 77% Target:80%	Enrolment registers/database, Progress report, monitoring/evaluation report
	1.2 90% of trained teachers apply new techniques and skills of teaching	Baseline: 57% Target:90%	Progress report, evaluation report
Objective 2: Increased use of safe drinking water and livelihood opportunities for returnees and members of the host community in Magwi County	2.1 At least 80% of the targeted population in Pajok and Obbo Payams report increased access to potable water	Baseline: 36% Target:80%	hydrogeological Survey, borehole assessment and construction/repair report, monitoring report, field photos
	2.2 75% of women supported in livelihoods and vocational skills training have improved their income by at least 50%	Baseline: 0 Target:75%	Distribution list, distribution report, monitoring report, attendance lists
Objective 3: Communities involvement in Human Rights, Social Cohesion and Community based Psychosocial Support in Magwi County is enhanced	90% of the community-based structures adopted the community-based psychosocial approach in facilitating social cohesion and steps towards the realization of human rights and social cohesion	Baseline: 10% Target:90%	Case management records and reports, monitoring report, records of sensitization, meetings with CBPS
	At least 3 policies at local/ state level are reviewed to address the rights of returnees and receiving communities	Baseline: 0 policy reviewed Target: 3	Minutes of meetings with local or state authorities, policies' documents

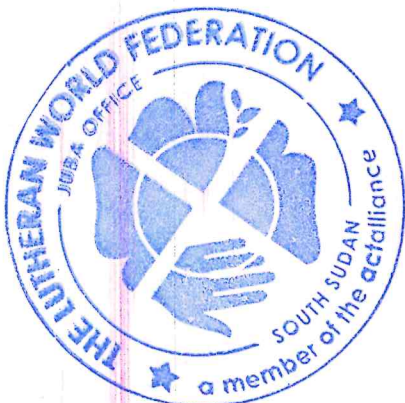


5.0 STUDY PURPOSE

5.1 Specific objectives

The evaluation specifically serves to;

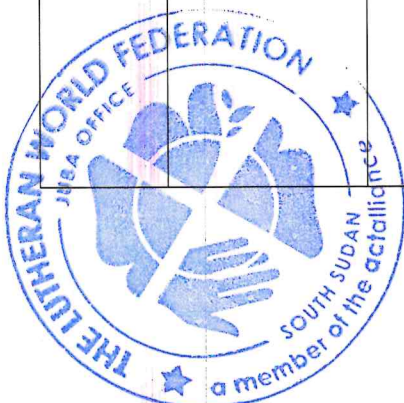
1. Assess the appropriateness of the intervention design and approaches in addressing the identified problems, considering the context, adaptability in the context of conflict/displacement and reaching the interventions to the marginalized people
2. Measure the extent to which the intervention has achieved its intended results, i.e. the outputs and outcomes against the project log frame which includes identification of major reasons for achievement or non-achievement of results
3. Assess the potential for, or contribution and progress made in, achieving lasting solutions and behaviour changes with a major focus on sustainability and the extent to which the net benefits of the intervention continue or are likely to continue.
4. Measure the extent to which the intervention has achieved or contributed to the achievement of the project's goal/impact and the wider scope of the development goal.
5. Assess the extent to which the partner NGOs and Institutions have contributed towards the achievement of the project's intended outcomes.
6. Assess the synergies between the project and other LWF interventions, the coherence of the intervention with policies and programs of other partners operating within the same context and also assess if the intervention design and delivery was in line with the humanitarian principles.
7. Review to what extent the findings and recommendations of the Mid-term evaluation have influenced or contributed to the achievement of project outcomes.
8. Identify key lessons learnt, best practices and challenges and draw evidence-based recommendations for future similar programming



5.2 Evaluation Criteria and Questions

Table 2: Evaluation Criteria and Proposed EQs

S/No	Evaluation elements	Proposed evaluation questions
1	Relevance	<ol style="list-style-type: none"> 1. Did the project address the real needs or issues in the community or target groups? 2. Was the project aligned with the objectives and goals of the organization or funder? 3. Were the activities and outputs of the project consistent with the development goal and the attainment of its objective? 4. Were the activities and outputs of the project consistent with the intended impacts and effects? 5. How effective were the project's strategies for reaching the target audiences? 6. Was the project implemented in a way that was responsive to the changing needs of the target group?
2	Coherence	<ol style="list-style-type: none"> 1. To what extent were context factors (political stability or instability, population movements, etc.) considered in the design and delivery of the intervention? 2. To what extent was the intervention coherent with the policies and programs of other partners operating within the same context? 3. To what extent was the intervention design and delivery in line with the humanitarian principles 4. What have been the synergies between the intervention and other LWF interventions?
3	Efficiency	<ol style="list-style-type: none"> 1. Was the project completed within the allocated budget and timeline? 2. Were the project's resources (staff, materials and equipment) used effectively? 3. Could the project have achieved the same outcomes with fewer resources or in less time?
4	Effectiveness	<ol style="list-style-type: none"> 1. To what extent were the project goals and objectives achieved? 2. What outcomes and impacts were achieved by the project 3. What were the main factors that contributed to or hindered the achievement of the project objectives? 4. How well did the project respond to challenges and unexpected developments?
5	Sustainability	<ol style="list-style-type: none"> 1. Will the project continue to have long-lasting or positive effects after it has ended? 2. Are there plans in place to sustain the project's outcomes and impacts in the future? 3. What lessons can be learned to support the sustainability of similar projects in the future? 4. What were the major factors which influenced the achievement or non-achievement of sustainability of the project?



6	Impact	<ol style="list-style-type: none"> 1. What were the wider effects of the project beyond the intended target audiences or beneficiaries? 2. Did the project contribute to positive change at the social economic or environmental levels? 3. How could the project have been improved to have a greater impact?
---	--------	---

7.0 Evaluation Methodology/Design

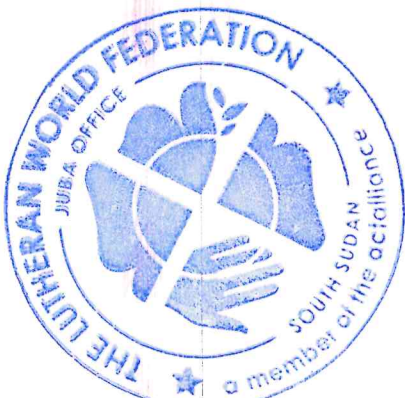
The evaluation methodology will be proposed by the evaluator after a thorough study of TOR's requirements. The evaluator is expected to use a mixed method approach and/or Most Significant Change Technique (MSCT), collecting both qualitative and quantitative information from targeted households and community members

Data will be disaggregated into gender, age, diversity, location, and other relevant markers to allow precise analysis of the Project's impact on target beneficiaries in different locations, and on different age groups and stakeholders.

Potential methods to be used:

- Desk review of project documents (proposal, log frame, detailed monitoring plan, progress reports including project monitoring data and studies, budget and financial documents) and other Relevant internal and external documents, literature, and secondary data.
- Household survey
- Key Informant Interviews with Country office staff, project officers, community members, partner organizations' staff, religious leaders, Cultural leaders, Women Leaders and County Authorities among other stakeholders.
- Focus Group Discussions with targeted beneficiaries (female and male of different age groups as well as Persons with disability).
- Visits to selected project sites and direct observation of the conditions of shelters, and households among others.
- Collection of Most-Significant-Change stories
- Photo- and video documentation with before/after comparison and GPS tagging if legally possible.

However, the final methods and tools to be used will be discussed and agreed upon after the development of the inception report which will have been informed with the exposure to the project documents and reports.



8.0 ROLES AND RESPONSIBILITIES

Below are the expected roles and responsibilities of each partner but may expand further in the contract with more specificity:

LWF shall;

1. Contract the consultant(s)
2. Facilitate transport from Juba to field locations and back to Juba including local transport while in the field
3. Provide food and accommodation for the consultant(s) while in the field locations during the data collection exercise
4. Help the consultant(s) to identify and have to access the relevant actors for interviews and field visits and will provide the consultant with available documentation.
5. Support to the consultant(s) to access any relevant documents from any of its sub-granted partners as may be required by the consultant.
6. Identify and engage data collectors or enumerators in consultation with the consultant

Bread for the World shall;

1. Review and give feedback on the draft ToR and evaluation report

The Consultant(s) shall;

1. Submit clear technical and financial proposals as indicated in this Terms of Reference(TOR)
 - **Technical proposals should include:**
 - a) Elaboration of sampling strategy
 - b) Elaboration of data collection methods
 - c) Tentative evaluation grid
 - d) Elaboration on analytical methods and presentation of results
 - e) Recommendations
 - **Financial proposals have to show explicitly:**
 - a) The total amount in US Dollars (USD)
 - b) incl. any/all fees and withholding tax if applicable
 - c) incl. detailed costing for each staff on a day/half-day basis
 - d) incl. detailed costing for any other expenses (if not taken care of by another party as stipulated above)
2. The consultant will be responsible to:
 - Conduct a comprehensive review of the project documents including the project proposal, detailed implementation plans, monitoring report, baseline report Mid-term evaluation report and any other relevant reports
 - Submit an inception report upon reviewing the project documents and relevant literature.
 - Develop data collection tools including a survey questionnaire, FGD and KII
 - Train enumerators on data collection,
 - Conduct field visits to project sites to collect data from project beneficiaries, partners and stakeholders



- Upon return from the fieldwork, the consultant shall summarize the findings and debrief LWF SSD and Bread for the World.
- Submission of the draft evaluation report for subsequent comments/feedback.
- Prepare and submit a draft and final reports of the end-line evaluation both in hard and soft copies
- Complete the work within 30 days

8.0 DELIVERABLES

1. Brief Inception Report Upon reviewing the project literature to inform on the methodology, the tools and the work plan of the evaluation.
2. The draft evaluation report of one hard & soft copy to LWF SSD.
3. Upon review and comment on the draft report and debriefing workshop to LWF SSD and Bread for the World, the consultant will incorporate the comments and prepare & submit hard and soft copies of the end-line evaluation report.

9.0 STRUCTURE OF THE EVALUATION REPORT

The evaluation report shall be written in English and has to include the following contents:

- 1) **Information Page:** Basic organizational data, duration of the project to be evaluated, the title of the evaluation, principal of the evaluation (who commissioned the evaluation), contractor of the evaluation and date of the report.
- 2) **Executive summary:** tightly drafted, to-the-point, free-standing document (maximum 2 pages), including the key issues of the evaluation, main analytical points, conclusions, lessons learnt and recommendations.
- 3) **Introduction:** the purpose of the evaluation, scope of the evaluation and key questions. Short description of the project to be evaluated and relevant frame conditions.
- 4) **Evaluation methodology/ design including sampling and limitations**
- 5) **Key results/findings:** about the questions pointed out in the ToR and also the project-specific intervention components.
- 6) **Stories of change and quotes from respondents**
- 7) **Conclusions:** a summary based on evidence and analysis.
- 8) **Recommendations:** on the findings leading to suggestions to be used for the way forward
- 9) **Lessons learnt:** all relevant information beneficial to the partnership between LWF SSD and Bread for the World
- 10) **Annexes** (ToR, finalized data collection tools, Relevant maps and photographs of the evaluation areas where necessary, List of interviewees with accompanying informed consent forms, Bibliography of consulted secondary sources, copy of any relevant documentation used for the assessment and CV of the evaluation team).

• A PowerPoint presentation summarizing the key findings and recommendations presented to LWF, Bread for the World and other key stakeholders



The main evaluation report should be concise and not exceed 30 pages; excluding annexes, (supporting data and details can be included in annexes).

All draft and final outputs, including supporting documents, analytical reports and raw data provided in an electronic version compatible with Ms WORD. Ownership of the data from the evaluation rests with LWF. The copyright of the evaluation report will rest exclusively with LWF. Key stakeholders can make appropriate use of the evaluation report in line with the original purpose and with appropriate acknowledgement.

10.0 ETHICAL CONSIDERATIONS

The consultant shall organize the end-line evaluation in a participatory way, including consultation with both the returnees and host communities. For all the evaluation participants, the three key ethical principles – informed consent, confidentiality and anonymity – must be adhered to. The consultant shall also provide sufficient and easy-to-understand information about the evaluation in good time, conduct interviews in places deemed safe, private and comfortable by study participants and anonymize their identity in any write-ups from this evaluation.

In addition, the design and implementation of the end-line must ensure that the principles of gender equality, inclusion and non-discrimination are applied and that there is meaningful participation of the most vulnerable groups and other key stakeholders at all times

11.0 MANAGEMENT ARRANGEMENTS

The Program Coordinator will be the Overall in charge with delegated authority to DPC and PMER Manager all based in Juba and the Area Coordinator Based in Magwi.

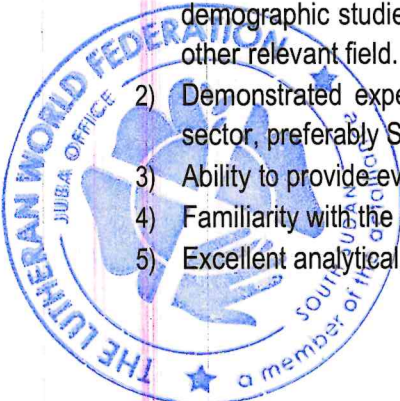
The Designated personnel will ensure the evaluation takes place according to the ToR. They will facilitate the exercise and ensure consultation with relevant LWF team members and stakeholders throughout the evaluation process.

The team in Juba will provide the necessary support to the Consultant and discuss any technical, methodological or organizational matter that may arise. The Consultant will be responsible for delivering the above evaluation outputs using a combination of methods mentioned here above.

12.0 PROFESSIONAL QUALIFICATION AND EXPERIENCE

The following constitute minimum qualifications and requirements:

- 1) Postgraduate studies in International Development Studies, Social Sciences, Food Security, demographic studies, public health, peace and conflict studies and other related disciplines or any other relevant field.
- 2) Demonstrated experience in undertaking Endline Surveys in the humanitarian and development sector, preferably South Sudan, using both qualitative and quantitative methodologies.
- 3) Ability to provide evidence of similar works done including the final reports.
- 4) Familiarity with the study area
- 5) Excellent analytical, research, writing and communication skills



- 6) Extensive experience in research, and ability to write high-quality reports in English
- 7) Proven experience and Sound knowledge of computer-based statistical analysis and visualization packages (SPSS, STATA, R, Power BI, Tableau, etc) as well as mobile data collection tools (KoBo, SurveyCTO, Commcare, etc)
- 8) Remarkable experience in using qualitative data analysis packages (Nvivo, Atlas-ti, MAXQDA, etc)
- 9) Ability to work within the expected timelines and locations.
- 10) Ability to work with communities in relevant local languages would be an advantage

13.0 TIMELINES

The following timelines will guide the implementation of this assignment.

Table 3: Timelines

SNo.	Task	Dates
1.	Advertisement for the consultancy	26 th June- 17 th July 2023
2.	Analysis and communication to successful bidders	17 th July- 21 th July 2023
3.	Contract signing	24 th July 2023
4.	Inception meeting	25 th July 2023
5	Submission of the inception report	27 th July 2023
6.	Data collection, analysis and presentation of the first draft report	1 st August- 15 th Augusts 2023
7	A PowerPoint presentation with the preliminary findings and recommendations	18 th August 2023
8	Presentation of the final copy	23 rd August 2023

14.0 SUBMISSION

Please send your CV, Technical and financial proposals detailing evaluation methodology, work plan and budget, and all relevant documents as a single file to: consultancy.southsudan@lutheranworld.org

The deadline for expression of interest is on 17th July 2023.

