



Terms of Reference

for

Final Evaluation

Food Security and Resilience in Transitioning Environments (FORESITE) Project in Cueibet, Gogrial East, Twic and Jur River Counties of Lakes, Warrap and Western Bahr el Ghazal States, South Sudan



January 2023

1. Background

The Food Security and Resilience in Transitioning Environments (FORESITE) project is a 44-month project that runs from July 2019 to March 2023. The project is financed by the European Union (EU) with the aim of addressing many of the immediate, underlying and basic causes of low resilience in Greater Bahr el Ghazal, taking into consideration the institutional and policy context of South Sudan. The primary purpose is to enable 21,826 rural smallholders to improve their food security and empower them to cope with environmental volatility and insecurity. The project is being implemented in Gogrial East, Twic, Jur River and Cueibet counties in Warrap, Western Bahr El Ghazal and Lakes State by World Vision, Norwegian Refugee Council (NRC) and AVSI International Organization.

The FORESITE project asserts that conflict directly undermines livelihoods and resilience through its effects on people's assets, on the systems upon which their livelihoods depend, and even directly on their ability to reach their fields safely. Therefore, FORESITE has been working towards peacebuilding and gender equality goals not only as key enabling factors for food security and livelihoods but also as vital and essential goals for this context in their own right. In any community, peace and gender equity are the cornerstones of local economic, social and cultural development. The project, therefore, puts women's empowerment at the center of its activities in order to reduce barriers to the engagement of women in resilience-building, food security, and income-generating activities.

FORESITE aligns with the Government of South Sudan's Comprehensive Agricultural Development Master Plan (CAMP), which sets out the country's framework for agricultural development and contributes to the CAMP goals by supporting households (HHs) in the project locations to recover from the shocks experienced due to violent conflict and natural disasters, improve their food production and strengthen their livelihoods. The project has been working closely with governments such as the State and County level Agriculture Department in executing its mandate to provide extension services to the community, as well as with traditional structures in their dispute resolution and natural resource management (NRM) capacity. The action is also aligned with and leverages concurrent and recent investments in Greater Bahr El Ghazal (GBeG,) particularly EU investments in rural development and food security (SORUDEV, ZEAT BEAD, and FSTP), as well as in health, education, and complementary humanitarian actions.

Project summary

The overall objective of this action is to contribute to strengthening the resilience of communities, improving governance and conflict prevention, and reducing forced displacements due to loss of livelihoods.

The specific objective is to improve food security of rural smallholders in Greater Bahr El Ghazal and to empower them to cope with environmental volatility and insecurity. This will be achieved through the implementation of three complementary expected results:

- 1) Reduced barriers to engagement in resilience building, food security and income-generating activities, especially for women and youth;
- 2) Increased anticipatory, absorptive, and adaptive capacity with respect to climate change and disruptive events including natural disasters and conflict; and
- 3) Improved longer-term food security and income, especially for women and youth.



Outputs

- 1.1. Institutions, communities and individuals have access to knowledge and skills to practice more gender-equitable relations and support a more gender-equitable enabling environment
- 1.2. Community-based groups and actors have the opportunities and capacity to identify and pursue peacebuilding strategies

- 2.1 Communities plan, deliver and maintain communal assets which enhance local resilience and livelihoods
- 2.2 Local institutions lead inclusive, conflict-sensitive NRM, disaster risk reduction (DRR) and land use planning
- 2.3 HHs have access to savings and loans and social networks, and knowledge of positive coping strategies

- 3.1 Farmer groups (FGs) intensify and diversify sustainable and market-oriented agricultural production of nutritious food
- 3.2 Increased and diversified income-generating activities, especially for women and youth.

Key Indicators for project 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 State, County, Payam and Boma level Government counterparts and the FORESITE project implementing partners (WV, AVSI and NRC).

2. Target groups

FORESITE project targets the following groups in its operational areas:

- i) Smallholder farmer households primarily through Farmer Groups [more capable FGs have been targeted with intensive support in order to "launch" them to high-volume, market-oriented production, stabilizing community-level food availability] and;
- ii) Vulnerable households (landless, female-headed, IDPs/returnees), with the intent to "balance the vulnerable with the viable."

The community as a whole has been targeted with activities supporting an enabling environment, including action for gender equality, peacebuilding, natural resource management, and promotion of resilience knowledge, attitudes and practices. Additional target groups include agricultural input and value chain workers; mothers/caregivers; traditional and statutory local government; and local peace organizations.

Implementation is targeting the following Payams across Lakes, Warrap, and Western Bahr el Ghazal States:



State	County	Payam - Bomas	Agency
Lakes	Cueibet	Cueibet payam - Achol-malek boma and Mediit boma. Abiriu payam - Billing-angeer boma. Mayath payam -Abinjanai boma. Duony payam - Barieth boma. Pagor payam - Bach boma. Malou-pec payam - Langdit boma and Malou-pec boma. Ngap payam - Angangrial boma.	AVSI
Warrap	Gogrial East	Pathoun East – Anger-nger and Mayom-Biong	WV
		Toch West – Malual Awien and Tarweng	WV
	Twic	Wunrok – Abek and Tiitchok Turalei – Nyiel Abiel and Ayien Aweng – Maper and Pagai	WV NRC NRC
Western el Ghazal	Bahr Jur River	Marial Baai – Maluil and Marial Baai	NRC
		Udici – Alei thony Kangi and Udici	NRC

3. Objective of the Final Evaluation

The main purpose of this assignment is to evaluate project achievements, the quality and the results of the interventions toward meeting the objectives and targets and to assess the relevance, coherence, effectiveness, efficiency, impact, and sustainability of the project to date. It will also examine how the project (WV and its partners) work with local government authorities. The evaluation will also generate key lessons learned and recommendations to inform future program designs and policies and practices. The independent final evaluation of FORESITE will generate detailed information about the project implementation process and results to date. The information will be used for public presentations and learning, for sharing with government counterparts, local stakeholders and private sector partners, and for the promotion of services in the community, as well as identifying possibilities for project replication. The results from the independent 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 four counties (Twic, Cueibet, Gogrial East and Jur river) where the FORESITE project operates and requires a participatory methodology engaging all key stakeholders including beneficiaries, government partners, EU, Consortium members and private sector partners

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



The consultant, with the support of the WV, AVSI and NRC MEAL Managers, will lead the Final Evaluation process for the project in project 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. The sampling and questionnaire be harmonized with baseline and midline - to allow assessing the significance level of changes for key project indicators from baseline to end line.

The sampling design should include a representation of all groups targeted by the project and Do-No-Harm principles.

When consulting beneficiaries and other community members, evaluators will be encouraged to look for and report project outcomes, both intended and unintended, and consider whether these are signs of movement in the direction of the project objectives, i.e. do they fit with the project theory of change (ToC) how well ToC assumptions have held and if adjustments are needed in future food security and resilience programs that aim to expand and/or replicate best practices and learnings from FORESITE. This analysis should involve two-way communication between all stakeholders.

The design and implementation of the final 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.

5. Line of inquiry:

Relevance:

- How relevant were the objectives and activities, implemented by the project, in addressing project objectives in the project locations?
- How do beneficiaries perceive the relevance of the project and how have the activities implemented improved their lives?
- Does the program, its outputs and outcomes display continued relevance to the priorities of the Government of South Sudan, to WV, NRC and AVSI strategic plans, and other international policies?

Coherence:

- To what extent was there synergy and/or coherence between the key project components and interventions towards improving resilience of farming families, and what were the factors that enabled and/or hindered this?
- Were the objectives of the project coherent, clear, realistic and likely to be achieved within the established time schedule and with the allocated resources (including human resources)?
- To what extent was there coherence between the project and other projects targeting the same beneficiaries and/or geographic areas?



- What opportunities for collaboration have been utilized and how have these contributed to the project's coherence?
- Are there any concrete examples of successful models of collaboration of the project with other EU/NGO partners on a 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?

Effectiveness:

- To what extent have the planned objectives in the project log frame been reached, per indicator, disaggregated by gender and age and, when appropriate, by residential status?
- To what extent are the project activities contributing to the overall project goal? What were the major factors influencing the achievement of the objectives of the project?
- Have proper accountability and risk management framework(s) been in place to minimize risks on program implementation?
- How effective has the consortium approach with WV, NRC and AVSI, including the related structures been in the delivery of the project?
- To what extent have the project beneficiaries been reached and what mechanisms were in place to improve coverage?
- The final 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 the 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 building long-term community capacity?
- To what extent the project was participatory throughout the project cycle?

Efficiency:

- How efficient was the delivery of the project not only in terms of expenditure but also in terms of implementation of activities and delivery of outputs?
- 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?
- Project management: how efficient and effective were the various project systems/project management structures?



Impact:

- To what extent did the project achieve the outcomes and/or impact that it set out to achieve?
- Are there any successful stories of change?
- To what extent was the project able to adapt and provide appropriate responses to context changes and emerging local needs, and the priorities of beneficiaries?
- Did the intervention also deliver any unintended impacts, whether positive or negative?

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?
- Are there opportunities for sustaining the services under this project beyond those already identified?

Cross-Cutting Themes:

- To what extent have the following cross-cutting themes been addressed in actual implementation: disability inclusion, gender equality and women's empowerment, peacebuilding and conflict-resolution, protection (including child protection), climate change?
- Environmental stewardship- Is the natural environment in a better state, or worse state, following the intervention?

Timeliness:

- 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 the 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 the efficient and timely coordination of logistic activities and processes?

Reach:

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



Quality:

- The final 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 the 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 building long-term community capacity?
- To what extent the project was participatory throughout the project cycle?

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 final 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 the effective, efficient, relevant and timely delivery of aid and enhanced impact for the beneficiaries?

Visibility:

- How visible are the European Union emblem and partners' logos visible at project sites?
- What measures have been taken to create visibility of the project's added value towards government line ministries and other INGOs?

6. Scope of the Work

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

- Prepare inception report, and hold inception meeting with WV, NRC and AVSI team, and conduct a desk review to understand the project context and focus. The Desk review will include Project proposal, Contextual analysis report from operational areas, including prior surveys conducted by WV, NRC and AVSI, project reports and case studies, national statistics or policy documents and specialized studies;
- Develop a final evaluation matrix describing data collection tools, defining the data requirement, data sources and the methods of data collection for each indicator. The final evaluation tool should be able to capture boma, county, community and household levels data, disaggregated by gender, age, and disability, etc.;



- Define the sampling method, and sampling size;
- Train data collectors for the end-line survey (final evaluation);
- Organize adequate supervision and coordination of the teams in the field;
- Data analysis and synthesis of findings into a report;

7. 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;
- Final evaluation design, data collection tools and sampling frame;
- Enumerator training, field testing of the survey and refining the tools;
- Presentation of the preliminary evaluation findings in PPT from the draft report to the project team, with an opportunity for the project team to provide feedback and comment;
- A comprehensive and well-organized draft Evaluation report both the electronic version and signed hard copy by incorporating the feedback/comments;
- Executive summary report of the main evaluation report, including findings and the lessons learned grouped under each evaluation criteria (no more than 12 pages);
- Produce 3-5 beneficiary success stories to be annexed under the report? OR Develop impact brief- separate document (5-10 pages);
- Draft final evaluation findings presentation in PPT, including a tabular summary of indicators results compared against the baseline value [using project IPTT format], and should present Final 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;
- Final Abstract and PowerPoint presentations to be used for dissemination of results to stakeholders;
- Using guidelines provided by WV, the consultant will translate and validate SERS index (Subjectively self-Evaluated Resilience Score) for project context.
- Preparation of a detailed final evaluation report of not more than 30 pages.
- Validation workshop with Consortium members including key stakeholders and relevant government departments from the field office at Juba office upon completion of data collection processes.

Summary of Key Final Deliverables

- **An inception report**
- **Key findings in PowerPoint Presentation**
- **Project Impact brief (5-10 pages) and/or 4-5 success stories**
- **Final Abstract of the key findings**
- **Detailed final evaluation report not more than 30 pages**
- **Submit all the working files and final dataset (in all forms) including the raw data;**



8. Institutional and Organizational Arrangements

The Consultant will report to the Project Director and Quality Assurance and Strategy Manager and will work closely with the Project MEAL Manager and MEAL staff of implementing partners.

9. Time Frame

The consultancy work will start the first week of March 2023 and will take 30 working days starting from the date of signing the contractual agreement and including a trip to South Sudan to train the enumerators. 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.

10. 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 – a technical proposal and work plan (with a separate sealed and stamped envelope) and a 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.

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

The consultant/s will be an evaluation specialist or firm with proven experience, will act as team leader and organizer for the final evaluation, 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

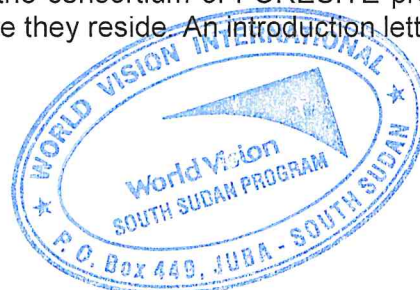
- At least a Master's Degree qualification in any one or more of the following areas: Agriculture, Development Studies, Gender, Social Sciences, Natural Resource Management, Disaster Management, Resilience, Food Security and Livelihoods from recognized institutions;
- Must have a minimum of 5 years of overall experience conducting evaluations for Food Security and resilience-building initiatives;
- Demonstrated experience of working in donor-funded projects under the public sector and /or NGOs, especially EU-funded projects;
- Experience of conducting similar evaluations in South Sudan is highly recommended;
- Must have a good conceptual and practical understanding of Food Security, Resilience, Gender and protection, Livelihoods, DRR, and peacebuilding 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.

12. Logistics

International and local travel: airport pickup and drop off, ground transport and accommodation while in Juba and field will be provided by the consortium of FORESITE project. Travelers are advised to obtain visas in the countries where they reside. An introduction letter may be provided



on request to support the processing of visas. Visa costs are refundable upon presenting evidence of payment.

13. Mode of Payment

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

14. Final Evaluation Report

The draft and /or final evaluation report should not exceed 30 pages, excluding executive summary and annexes, and comprise at least the following: please see annex 1.

15. Additional information

- Consultants shall abide to the EU beneficiary data management policies;
- The consultant must have Travel & health Insurance policy while traveling into SS to cater support in case of emergency (including medical evacuation if need aroused).
- The consultant will be required to abide by COVID-19 protocols
- The consultant will be required to abide by all necessary WVI policies including (but not limited to) Codes of Conduct, and WVI Guidelines of Ethical Principles

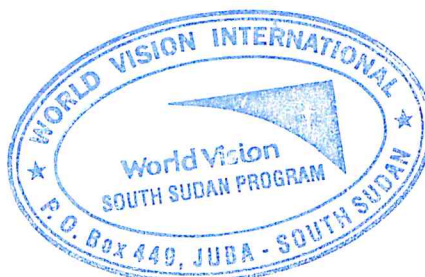
16. Existing Sources of Project Information

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

17. Application

Interested and licensed applicants (either Individual Consultants or a Consultants Firm) are highly advisable to submit their bids in soft copy or online (sdno_scmquotations@wvi.org) not later than **7 DAYS** starting from the announcement date. If in case applicants want to submit in hard copy then please use the address below. Firms that fulfill the required criteria must submit the following documents:

- Cover Letter;
- Technical and financial proposals;
- CV of proposed consultant teams;
- References with detailed contact addresses 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.

**World Vision
Supply Chain Unit
Plot 1, Block 2BX
2nd Class, Hai Cinema
P.O. Box 180, Juba
South Sudan**

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; 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;
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. **Tabular summary of results** should present Final Evaluation findings in table form for all the indicators by implementing partner area;
6. **Findings** should present findings in response to the study questions agreed in the Inception Report. Final evaluation values must be presented in a quantitative format and complemented by descriptive analysis;
7. **Conclusions, Lessons and Recommendations** should provide additional analysis of the data and results, drawing out programmatic and organizational recommendations for planning or modifying future project design (FORESITE or any follow-up or similar projects). Recommendations must be relevant to the project and context and include concrete and realistic steps for implementing or applying the recommendation;
8. **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 (actual minutes), interviews, key informant interviews (KIIs) and focus group discussions (FGDs);
 - List of stakeholder groups with number, type, and date of interactions;



- Data collection instruments in English, including quantitative household surveys, and qualitative protocols developed and used;
- Data sets in electronic format - quantitative raw data, and a qualitative summary of FGDs and KIIs;
- 3-5 beneficiary success stories to be annexed under the report?
- Data dictionary and project files used to process the data in electronic format;
- Final evaluation TOR/ SOW; and
- Other special documentation identified as necessary or useful.

End!

A consultant will be selected in accordance with the procedures set out in World Vision International's procurement guidelines for selection of consultants. Applications are invited from those applicants who meet the requirements provided in the Terms of Reference.

All applications should be sent through email ONLY to sdno_scmquotations@wvi.org or drop your proposal to Tender box at Plot 1, Block 2BX, Hai Cinema, WVISS, (next to MTN Office)

Date: Expressions of interest for this consulting service received after 5:00 pm February 7th 2022 will be automatically Turned down.

