



Norwegian People's Aid

TERMS OF REFERENCE FOR BASELINE ASSESSMENT

Position / Call:	Consultancy – Baseline Assessment 2025
Project:	Partnership for Building Resilience and Enhancing Livelihoods (BREL) of conflict-affected households in South Sudan – phase 2
Responsible To:	Programme Manager – Humanitarian and Resilience
Location:	<ul style="list-style-type: none"> - Central Equatoria State: Terekeka County - Lakes state: Awerial, Yirol East, Yirol West, Wulu, Rumbek Centre, Rumbek East, Rumbek North and Cueibet counties. - Eastern Equatoria; Kapoeta East County
Provisional Time Frame:	30 Days (21 st April 2025 – 20 th May 2025) - Including weekends for data collection and final report preparation.
Tentative Start Date:	21 st April 2025

1. INTRODUCTION:

Norwegian People's Aid (NPA) South Sudan is an International Non-Governmental Organization involved in humanitarian, relief and long-term development cooperation in South Sudan. NPA has worked in South Sudan since 1986 and runs two programmes: Civil Society Development (CSDP) and Humanitarian and Resilience (HRP).

The HRP has 2 departments; Humanitarian and Resilience, the humanitarian department provides live saving humanitarian support while the resilience department builds the resilience capacity of the affected population hence the BREL project.

2. DESCRIPTION OF THE PROJECT:

NPA has implemented a "Partnership for Building Resilience and Enhancing Livelihoods (BREL) of conflict-affected households in South Sudan" project since Mid-March 2025 and the project is funded by Norwegian Agency for Development and Cooperation (NORAD)

The BREL project is designed to improve the resilience of target households in 10 counties (Terekeka, Awerial, Yirol East, Yirol West, Cueibet, Rumbek Centre, Rumbek East, Rumbek North, Wulu and Kapoeta East) of South Sudan to shocks (economic, natural hazards and conflict-related) and contribute to the enhancement of livelihoods through improved household production and increased/diversified income sources. The project's overarching focus is to implement interventions that promote household/community food security and build the resilience and livelihoods of conflict-affected households in South Sudan. This is done through strengthening the capacity of smallholder farmers, groups, associations and local actors to provide an enabling environment for target households to engage in improved and more sustainable climate-smart agriculture, contributing to enhanced household production and productivity.

NPA is doing the implementation, monitoring and evaluation of the BREL project in collaboration with local government authorities, local Civil Society Organizations (CSOs), National Non-Governmental

Organizations (NNGOs), pastoralists/agro-pastoralists, Community-Based Organisations (CBOs), fisherfolk groups and households, Community Animal Health Workers (CAHWs), farmer producer groups, farmer association groups/cooperatives, village and market committees and value chain actors. NPA is in partnership with national NGOs in the implementation of the project.

Outcome 1: Smallholders sustain high quality and climate-adapted production, in higher volumes

NPA aims to increase agricultural productivity of smallholders in climate-adapted production, it is implementing integrated strategies that increase the availability and access of high quality and climate adapted and certified locally produced seed (sorghum, groundnuts and cowpeas) of high-performing varieties and improved tools. The project also focuses on increasing the number of rural enterprises (agro-dealers) selling agricultural inputs to reach smallholder farmers, especially those in remote areas. A demand-driven agricultural extension system has been implemented to increase farmers' knowledge and practice and to make them more effective in utilising improved agricultural inputs. Furthermore, the project supports local food production by improving access to improved, diversified and adaptive agricultural inputs. NPA is scaling up seed production through private-sector partnerships to contribute to sustainable seed production and access in the target locations. The project is strengthening the capacity of CSOs to influence by supporting the establishment of agricultural associations, organisations, or cooperatives and assisting them in improving their management procedures and performance.

This outcome is defined by the following indicators;

OC1. 1.1. Proportion of targeted farmers (gender disaggregated) experiencing an increase in crop yields which is at least 50% above the yield before introduction of interventions.

OC1. 1.2. % of community members adopting sustainable agriculture practices.

OC1. 1.3. % of livestock producers (gender disaggregated) with access to animal health services in target location

Outcome 2: Smallholders have access to local markets and active role in value chains

The project supports livelihoods and entrepreneurship through vocational and agriculture training and in-kind support. The project also supports youth groups with revolving funds and exercises on entrepreneurship. The activities contributing to the achievement of this result focus on increasing smallholder producers' ability to reduce post-harvest losses, improve storage, add value, and strengthen linkages with markets. The project promotes improved grain drying methods and household grain storage facilities constructed with locally available materials in environmentally friendly style.

Women farmer groups or mixed groups with more than 60% women are being prioritised because the processing of the crops targeted by the project is usually done by women. The project promotes the fabrication of tools and equipment (agricultural hand tools, ox ploughs, beehives, post-harvest drying and storage structures, livestock shelters, fish-smoking ovens, fuel-efficient stoves, etc.) by local artisans and blacksmiths. This outcome will be measured by the following indicators;

OC2. 2.1. Proportion of farmers (gender and age disaggregated) earning income from at least two livelihoods activities.



OC2. 2.2. *Percentage of individuals (gender disaggregated) reporting increased income as results of the VLSA activities in target communities*

OC2. 2.3. *Percentage of targeted smallholders (gender disaggregated) adopting improved post-harvesting & processing practices.*

Outcome 3: Women and girls have skills and greater ownership over land and resources

The project aims to enhance the capacity of local government, community structures and traditional leaders especially male leaders to monitor and mitigate conflict along crucial fault lines. The project is building the capacity of community structures and traditional leadership structures to act as agents of “peace” by providing gender friendly spaces in the target areas. Through trainings and sharing lessons learnt, the project is creating platforms for community members to discuss and develop solutions that are gender sensitive. The project facilitates the formation of natural resources management committees (with representation by both men and women) to manage natural resources, mitigate conflict, and manage risk at the community level. Furthermore, the project is building the capacity of communities and their institutions, including women’s groups, to identify risks and hazards as the basis for developing natural resource management plans at the community level. The project seeks to secure women’s and girls’ access rights to land and other resources by enabling communities to actively participate in making policies and decisions affecting their livelihoods. The project is also enhancing the capacity of primary stakeholders to access and improve the existing land and resource use systems and develop new ones (if necessary) for community-based resource management with a focus on sustainability and empowerment of the poor, women, girls and other vulnerable groups in the communities.

OC3. 3.1. *Percentage of male and male youth (16-24) reporting adoption of gender-friendly practices attributed to awareness and outreach sessions.*

OC3. 3.2. *Proportion of target households’ adoption improved natural resource management practices*

OC3. 3.3. *Percentage reduction in reported intra community conflict related incidents due to the project interventions.*

The overall objective of the project to ensure equitable access to food and livelihoods for communities in South Sudan.

3. PURPOSE OF THE ASSIGNMENT

The purpose of the baseline assessment is to create a point (baseline point) from which future measurements / evaluation of the BREL project can be calculated thus the following objectives of the consultancy;

- Develop tools and methodology for conducting the baseline, developing standard questionnaires that can also be measured at the mid-line and end-line of the project as those questions will constitute an integral part of the monitoring plan.
- Conducting sample size data collection activities in NPA’s project target locations as explained in the description of the project.

- Develop a baseline report which will create benchmark against the project defined indicators related to project outcome, outputs and inputs. The established benchmarks (baseline) will be compared to results throughout the implementation of the project to the end of the project.
- Capacity Building: Develop basic guidelines and train NPA project and field partner staff on how to apply questionnaires and consistently track progress in a matrix like log frame and the result frame work, and how to report on performance of the project applying logical frameworks.

4. METHODOLOGY

The anticipated methodology for this evaluation is participatory, entailing both qualitative and quantitative methods. Additionally, the evaluator will use existing literature (primary and secondary sources) to enrich the evaluation findings. The methodology must clearly show what approaches will be used to collect data and how triangulation will be performed to refine the findings and conclusions. The evaluation consultant is expected to provide a detailed description of the evaluation methodology to address all the components of the terms of reference. The methodology description will constitute a critical part of the assessment and suitability of the consultant.

NPA and its partners will be part of the evaluation process. However, the consultant will provide leadership and bear responsibility for the final report's methodology, findings, recommendations and content.

The proposed methodology should ensure that all the data collected is disaggregated by Age, Gender and Diversity (AGD). The design and implementation of the evaluation should ensure that principles of gender equality, inclusion, and non-discrimination are considered and acted upon throughout the process and that the meaningful participation of the most vulnerable groups and other key stakeholders is promoted in the design and implementation processes.

5. SCOPE OF WORK AND EXPECTED DELIVERABLES:

The scope of the baseline assessment of the BREL project across the project locations where NPA and its partners implement the project. This may include reference to credible secondary data sources with time and relevance to the project's overall goal, particularly for impact-level indicators. To accomplish the scope of work, the consultant shall;

Scope of work	Expected deliverable
<ul style="list-style-type: none"> • Hold a consultative meeting with NPA staff and management in Juba, staff of implementing partner organisations at the field level and other key stakeholders, including government departments of Agriculture and rural development. • Work with NPA staff to develop questionnaires, prepare the sample size, and identify and train the survey enumerators on mobile data collection tools (tablets/ smartphones), survey questionnaires and methodology. 	Inception report within one week after signing contract

<ul style="list-style-type: none"> Hold Focus Group Discussions (FGDs), Key Informant Interviews (KII) and conduct household interviews through the use of household questionnaires with direct project beneficiaries and stakeholders (representatives from all livelihoods sectors, i.e. fisheries, pastoralists, agricultural workers, blacksmith workers, associations of rural women and producer organisations, local women's groups, community leaders and service providers). 	Raw data (Quantitative data presented in the form of analyse excel sheet, and qualitative data is presented in Word documents for possible future use).
<ul style="list-style-type: none"> Conduct a validation workshop comprising NPA, key stakeholders, and relevant government departments in the project locations and Juba upon completion of the data collection processes. 	Preliminary report
<ul style="list-style-type: none"> Prepare a detailed final evaluation report of not more than 40 pages. The information should contain clear and precise values of all project indicators at impact, outcomes and outputs level. These values should be presented in a matrix/table and annexed to the report. 	Final evaluation report with updated Result Framework (Including a list of Annexes)

6. Reporting

- The consultant will be required to report on a regular basis to the Program Manager - Humanitarian and Resilience.
- All written deliverables produced under this work order shall be submitted as scheduled to the NPA Programme Manager – Humanitarian and Resilience or Monitoring and Evaluation Coordinator in electronic formats, using MS Word and PDF, and printed hard copies.
- Changes in the scope of work shall require prior discussion and approval by NPA and shall be defined in writing to the Program Manager- Humanitarian and Resilience.

7. Conditions of Work

- The consultant will be based in NPA field offices with frequent travel to field locations for data collection, supervision and monitoring. He/she will be required to spend nights in far-off counties. NPA will cover the travel and accommodation costs.
- The consultant must abide by NPA security procedures and other relevant policies, such as the Code of Conduct and Conflict of Interest outlined in the consultancy contract.
- All raw data collected and reports generated will remain the property of NPA, and the consultant will have no rights of ownership after the end of the evaluation.

8. Timeframe

This assignment is expected to take approximately 30 days, from 21st April – 20th May 2025. The consultant is expected to accomplish the task in the period specified. The timeframe assumes data collection with electronic handsets and does not include time for data entry.

9. Qualifications and Experience

Required

The successful candidate should:

- Have an advanced university degree or the equivalent, with advanced education in a related field (i.e. Agriculture, public health, development studies, economics, social sciences qualitative and quantitative research studies, M&E) with at least five years of experience in conducting similar research for food security and livelihood (FSL) and nutrition, with specific competency in development and humanitarian setting.
- Experience in conducting evaluations for multi-year projects in South Sudan or elsewhere.
- Previous experience conducting similar work with NPA is highly desirable
- Have significant experience undertaking FSL/ nutrition or resilience surveys using quantitative and qualitative methods (Design and Methodologies, staff recruitment and training, field supervision and data analysis/write-up).
- Be familiar with using mobile data collection tools (MDC) and able to upload and manage cloud data as the organisation requires.
- Familiar with statistical data analysis tools such as SPSS, STATA or any other relevant tools
- Able to work in complex and hostile environments
- Able to manage work stress while keeping high performance
- Able to travel long distances on rough roads with minimal nutritional support
- Be fluent in English with excellent writing and presentation skills
- Experience/exposure to similar contexts.

Desired

- Previous experience in South Sudan in similar job is desired

All Applicants Should Include the Following:

- Technical proposal:
The technical proposal should include the following;
 - Brief explanation about the lead and associate consultants with particular emphasis on previous experience in this kind of work
 - Understanding of TOR and the task to be accomplished
 - Proposed methodology
 - Draft work/implementation plan specifying the total number of days for the work
- Financial proposal should include tax withdrawal (20%). NPA shall cater for the enumerator's costs and accommodation and transport fare of the consultant if applicable.
- Copies of reports of previous work conducted.
- Organizational (if it is a company applying) or personal capacity statement.
- Resume and three references, the referees should be from recent engagement.
- Copies of legal documents; valid registration certificate, tax clearance.

10. The evaluation criteria are based on technical and financial criteria

- **Minimum standards;** scoring the technical proposal for cost effectiveness, value for money.
- **Contextual Understanding;** demonstrate good knowledge of the context in South Sudan.

- **Experience /Track record;** skilled in conducting assessments, evaluations and must have a substantive understanding of issues related to food security in disaster prone locations.
- **Clearly articulated high quality services;** able to communicate using simple, descriptive and appropriate language during the delivery of services to enable users to understand the relevance of available services.

11. Submission of Application

Interested applicants should apply by email to rss-tenders@npaid.org. Alternatively, hand delivery to the NPA South Sudan Head Office, Juba, Martyrs Street (opposite UNICEF) Juba.

Applications submitted after 5:00 PM on Sunday, 20th April 2025, will not be considered.

Note; Due to urgency for the assignment, applications will be reviewed on rolling bases and the assignment can be started before the deadline for the application.

