



Terms of Reference (TOR) for DCA Danida Humanitarian Frame 2022 Project.

Background and Introduction:

DanChurchAid (DCA) - is a decentralized Danish NGO, which primarily works with both national and international NGO partners and is a member of international networks/alliances including churches. This term of reference for the consultancy describes DanChurchAid (DCA) South Sudan objectives to undertake an independent evaluation for one of its projects Danida Humanitarian Frame 2022 implemented across three states of South Sudan (Eastern Equatoria, Upper Nile). The TOR briefly describes the project background, specific project outcomes/outputs, the proposed scope of work and methodologies, and deliverables from a consultant(s) identified through a competitive process. The following are the details of the project to be evaluated.

1.0 Project summary: Danida Humanitarian Frame 2022 Project

Project Title: Enhance Access to Household Basic Needs and Strengthen Livelihood Opportunities of Vulnerable Communities in Magwi and Kapoeta East Counties, Eastern Equatoria State and Panyikang County, Upper Nile State, South Sudan

1.1 Introduction of the project

Introduction:

The humanitarian situation in South Sudan remains dire. As outlined in the 2021 South Sudan Humanitarian Response Plan, more than 65% of the South Sudanese population need some form of humanitarian assistance and protection in 2021, due to a variety of drivers, including the cumulative effects of years of conflict, a surge in sub-national violence and hyperinflation, further compounded by the COVID-19 pandemic (HRP 2021). The lack of durable peace and limited investment in basic services impedes people's ability to move towards sustainable development.

Food security and insecurity are still a concern. According to the Integrated Food Security Phase Classification (IPC Oct 2020-Jul 2021), chronic vulnerabilities in the country were exacerbated by several shocks: floods, insecurity incidents, the macro-economic crisis, and the effects of COVID-19 measures. Consequently, between April - July 2021, an estimated 7.24 million people - 60% of the population in South Sudan are likely to face Crisis (IPC Phase 3) or worse acute food insecurity, and 2.47 million are likely to be in Emergency (IPC Phase 4) acute food insecurity 31,000 will likely be in Catastrophe (IPC Phase 5) acute food insecurity across the country.

South Sudan continues to face a political crisis which manifests in part in violent conflict and insecurity associated with an economic crisis and a serious and protracted humanitarian crisis. In early 2020, Crisis (IPC Phase 3) and Emergency (IPC Phase 4) outcomes were already pervasive because of household asset erosion during the conflict, complete depletion of 2019/20 cereal stocks, and poor macroeconomic conditions. The country remains in a critical period of unprecedented severe food



insecurity with 6.48 million people considered food insecure at the height of the 2020 lean season. The most severe food security outcomes are expected among poor host households and newly returned IDPs or refugees who lack access to arable land and do not own livestock. Past trends have shown that these populations are vulnerable to becoming cut off from other food sources during seasonal flooding or periodic conflict, leading to Catastrophe (IPC Phase 5).

This integrated action is fully in line with DCAs focus on the nexus approach, linking humanitarian assistance with development support and peacebuilding to sustain gains and ensure relevant and significant impact. Rights-holder and community-centred methodologies as well as extensive consultation with a broad range of stakeholders have informed the design to be meaningful in the targeted locations, aiming to increase localisation and local ownership of the project activities, increasing the likelihood of it being sustained after the project period ends.

Localisation is a priority for DCA South Sudan, resulting in consistent support and capacity strengthening of local implementing partners has led to strong partnerships. As a next step, DCA will promote one of its partners, through training and mentorship, to a fully qualified Mine Risk Education (MRE) actor, further strengthening the sustainability of the overall humanitarian and mine action program in South Sudan.

DCA is implementing this project in Upper Nile State (Panyikang), Eastern Equatoria State (Kapoeta County), and Eastern Equatoria State (Magwi County), through three local partners (NRDC, ICPDO, and SPEDP) with in-depth local knowledge and expertise in responding to both immediate needs and providing long-term solutions. The selected locations are classified as food insecure (IPC 3 and 4, In some locations IPC 5 during the lean season).

Program Impact

Enhance Access to Household Basic Needs and Strengthen Livelihood Opportunities of Vulnerable Communities in Magwi and Kapoeta East Counties, Eastern Equatoria State and Panyikang County, Upper Nile State, South Sudan

Impact Indicator:

% of crisis-affected households (HH) have increased access to income to meet their livelihood needs and improved ability to be self-reliant against shocks in safer communities

Overall Project Objective

To Build resilience of vulnerable households through market-based cash interventions and livelihood support to promote food security, peace, and empowerment to foster safer and more resilient communities in Magwi, Kapoeta East, Eastern Equatoria State, and Panyikang County, Upper Nile State, South Sudan

The project will assess change through the 4 outcomes

Outcome 1: To enable households to meet their basic needs through access to cash and market-based interventions

Outcome 2: To improve household livelihoods opportunities through access to productive assets

Outcome 3: To promote equal opportunities, peaceful co-existence, and safer communities



Outcome 4: To improve the capacities of communities to manage and address impact of climate related shocks through community-managed disaster risk reduction (CMDRR) responses

2. Purpose of the Evaluation:

This call for an evaluation is to demonstrate how the project achieved its intended objectives and determine what changes it brought to the target communities.

The specific objectives of this evaluation are to:

1. Assess the extent to which the project achieved its objectives with special emphasis on the outcomes and impact including the most significant changes attributable to the project.
2. Assess the relevance, effectiveness, and efficiency of the project strategy with special emphasis on:
 - Community needs at the time of project identification
 - Results as articulated in the project log frame
 - Cross cutting issues of Gender, Rights Based Approach,
 - LGAs, community structures capacity building and its relevance to project implementation.
 - The external environment (context) within which the project was operational and its influence on project successes and/or failures.
3. Assess the processes of beneficiary engagement against best practices in the project
4. Assess project efficiency in the utilization of mobilized and committed resources during the implementation and procurement of project inputs.
5. Determine the synergies of this project with other Partner implemented projects in the same geographic area and coordinate with other actors and make recommendations aimed at achieving greater synergies in future programming.
6. Establish the level of project results sustainability with various stakeholders (beneficiary, community, LGAs, and other actors) with a focus on innovation and best practices.
7. Assess the effectiveness and efficiency of the project monitoring and evaluation, focusing on DCA and partner monitoring tools and how these could be strengthened in future projects.
8. Establish the level of networking and/or coordination achieved by the project with its stakeholders.
9. Assess the cost effectiveness of delivering humanitarian assistance through cash and market-based programming compared to in kind assistance.
10. Assess the contribution of the project to Local Market functionality.
11. Are the Village Savings and Loan Associations (VSLA) working as intended?
12. Assess the number of indirect beneficiaries reached by the project and the impact on the indirect beneficiaries
13. Assess the functionality of the complaints handling mechanisms that were put in place and how effective the mechanisms were during the project.



3.0 Evaluation Scope of the and Methodology

This evaluation is expected to cover the entire Danida Humanitarian frame 2022, from 1st January – 31 December 2022, as implemented in selected states (Upper Nile, and Eastern Equatoria), including Panyikang, Kapoeta, and Magwi Counties. The evaluation will be conducted from 1st to 26th of November 2022

DCA recommends a combination of quantitative and qualitative approaches. Proposed approaches could include or extend beyond cross-sectional household surveys, key informant interviews, focus group discussions, document reviews, and analysis, case studies, observation, or any other appropriate techniques.

The consultant is expected to indicate how the necessary measures are taken to mitigate risks, limitations, and potential delays caused by Covid-19 measures in South Sudan and the consultant's home country to ensure fieldwork can take place. This may include requirements for testing, quarantine, and travel restrictions.

The evaluator is required to use a mix of techniques which best collects data from direct and indirect project beneficiaries and where applicable, the evaluator will adopt a participatory approach to data collection when engaging with different respondents. Furthermore, where appropriate, use joint sessions that can use stakeholder engagement and analysis tools to evaluate project relevancy, efficiency, effectiveness, impact, and sustainability.

It is important to reiterate that the proposed evaluation techniques should explicitly demonstrate how cross cutting themes such as protection, gender, and disability shall be integrated across the modalities including the do no harm principles

3.1 This evaluation is expected to provide answers to the following evaluation questions:

- Relevance & Quality of Design:
- Efficiency of Implementation:
- Effectiveness of the Project:
- Impact of the Project:
- Potential of Project Sustainability:

4.0 Evaluation Approach:

In principle, the consultant is expected to develop the evaluation methodology, but the expectation is that the incumbent will adopt an inclusive and participatory approach in which key project staffs



have a chance to meaningfully participate in the evaluation process. Considering the foregoing, it is recommended that:

- ♦ The entire exercise is structured to adopt joint planning sessions with project staff, and program briefings by management staff in line with the log frame, project document, and the country strategy. Others include focus group discussions and key informant interviews with stakeholders and Government representatives in each county.
- ♦ Electronic data collection at the household level: the consultant is expected to design and program data collection tools through kobo Collect.
- ♦ The communities to be visited will be chosen from the beneficiaries, based on the different types of activities that have been implemented in that community. This is to ensure a convincing assessment of project sites, accessibility, cost effectiveness, and ability to mobilize the respondents within the consultancy period.
- ♦ Using different methods, the consultant is expected to collect relevant data and triangulate information thus ensuring greater validity of the information. Groups that will provide the required data include the LNGOs, INGOs, DCA and Partner program staffs, the community groups, Government representatives, and special interest groups within the community (such as Flood Task Forces, VSLA groups, etc. Secondary data from previous reviews, progress reports, proposals, and other related documents will be considered.
- ♦ A debrief session will be held with the program staff at the end of the field visit – both in the field and in Juba. The debrief sessions will provide a summary of the outcome of the evaluation.

5.0 Expected Outputs of the Evaluation/Deliverables

The following are the expected deliverables;

- ♦ Inception report: The Evaluator will develop detailed inception that sets out a conceptual framework to be used in the evaluation, stating the key evaluation questions and methodology, including information on data sources and collection, sampling, and key indicators. The inception report will also include a timeline for the evaluation project and drafts of data collection instruments.
- ♦ Presentation of the first draft: The Evaluator will be required to organize a one-day presentation of the first draft report, and a debriefing meeting with DCA and partners to discuss and feedback on the draft evaluation report.
- ♦ The Evaluation report will benchmark with the project baseline report clearing having a comparative analysis of key indicators and well as disaggregated results.
- ♦ The final evaluation report complies with the format and answers the evaluation questions.
- ♦ Documentation of most significant change stories, one per location.

6.1 Proposed Evaluation Activities Scheduling:

Below is the proposed itinerary during the evaluation:



| Activity/ Milestone | Duration |
|---|-----------|
| Consultant preparation | 2 |
| Consultant travels | 1 |
| Meeting with project management team in Juba – administrative matters, reviews of background documents, tools finalization etc. | 1 |
| Field work – selected states and counties | 19 |
| Debrief | 1 |
| Preparation of draft report and distribution to DCA and partners | 2 |
| Total days | 26 |

7.0 Terms and Conditions:

♦ Logistics:

DCA will guide the consultant to budget for the field related costs. including food, and accommodation

DCA will guide the consultant to budget for daily payment of data collectors/enumerators in the field

DCA will carter for in country flight bookings and payment to field locations

- ♦ **Professional fee:** Interested consultants are expected to provide a budget for the exercise. DCA will consider proposals that are within the approved rates as per its policy on professional fees.
- ♦ **Tax and insurance:** 15% income tax payable to GoSS shall be deducted from the consultant's fee during payment. This should be clearly indicated in the financial proposal.
- ♦ A contract will be signed by the consultant upon commencement of the evaluation which will detail additional terms and conditions of service, aspects of inputs, and deliverables including DCA's Code of Conduct.
- ♦ Data collection and data processing costs are included in the account of the consultant. The consultant is expected to use his/her own computer.
- ♦ The consultant will budget for actual payment for enumerators at a rate of 10\$ per enumerator per day or based on the actual cost in the field

8.0 Consultant Experience:

The consultant should meet the following criteria:

- ♦ Higher university degree in a relevant field with over 12 years experience in food security and livelihoods programming in fragile countries.
- ♦ Knowledge of community vulnerability; Disaster Risk Reduction, humanitarian aid CHS; NEXUS; Rights-Based approach and participatory approaches.
- ♦ Strong understanding of South Sudan context (specifically the context Greater Equatoria and Greater Upper Nile), policy, and advocacy work.
- ♦ Excellent written English.
- ♦ Knowledge of local languages is an added asset.



- ◆ Previous experience in evaluating cash and market-based programmes in the context of South Sudan will be an added advantage.
- ◆ A Covid 19 mitigation plan is expected to be included in the proposal. The evaluation is expected to include substantial fieldwork. Qualified South Sudanese staff or a partnership with a South Sudanese evaluator is an added advantage.

NB: Consultants and Service providers to DCA are subjected to the Code of Conduct and child protection, and PSEA compliance.

8.1 Application

The consultant is expected to submit the following:

- ◆ A brief explanation about the consultant(s) with emphasis on previous experience in similar work
- ◆ Profile of the consultant(s) to be involved in undertaking the consultancy
- ◆ Proposal for undertaking this assignment as detailed in the TOR
- ◆ Financial proposal including cost estimates for services rendered including daily consultancy fees

These will be submitted via the DCA website <https://dca-1.career.emply.com/ad/terms-of-reference-tor-for-dca-danida-humanitarian-frame-2022-project/x7acu1> not later than the September 12, 2022

