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VÉTÉRINAIRES
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TERMS OF REFERENCE FOR END OF PROJECT EVALUATION FOR THE PROJECT 'ENHANCING AGRO-PASTORAL FOOD SECURITY, LIVELIHOODS AND PROTECTION IN SOUTH SUDAN'

Position	: End of Project Evaluation Consultant
Responsible to	: Country Program Manager, Juba
Location	: Aweil East, Panyijjar and Juba Counties in South Sudan.
Estimated duration	: 21 days
Expected start date	: 24 th June 2022

List of abbreviations and acronyms

CAHWs	Community Animal Health Workers
CV	Curriculum Vitae
FGD	Focus Group Discussion
KII	Key Informant Interview
MEAL	Monitoring Evaluation Accountability and Learning
NBEG	Northern Bahr El Ghazal
NGO	Non-Governmental Organization
OECD	Organization for Economic Co-operation and Development
PROWIGA	Production for Women Income Generating Activities
SDC	Swiss Agency for Development Cooperation
SPSS	Statistical Package for Social Sciences
TOC	Theory of Change
VSF-Suisse	Vétérinaires Sans Frontières Suisse

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1.1 Organization's background

Vétérinaires Sans Frontières - Suisse (VSF-Suisse) is an international NGO that has been working in South Sudan since 1995 supporting livelihoods of pastoralist and agro-pastoralist communities. VSF Suisse's geographical focus has been in Northern Bahr el Ghazal (all Counties), Unity (all Counties), Jonglei (Pibor county) and Central Equatoria (Juba County) states. VSF-Suisse focuses on preventing and alleviating suffering, disease, and hunger, and contributing to socio-economic development, protection, and sustainable environment, in areas where livestock, agriculture and related issues play, or could play an important role in improving peoples' livelihoods, food and nutrition security and resilience. VSF-Suisse endeavors to provide communities with holistic management approaches to livestock issues including: healthcare, production management, marketing support and veterinary public health. Further VSF-Suisse promotes innovative service delivery approaches including capacity building of livestock keepers and farmers through pastoral/farmer field schools; integrating Agriculture and livestock as a sustainable means of increasing livestock and agricultural productivity. In addition, VSF-Suisse supports community-based animal health system through training of Community Animal Health Workers (CAHWs), support to cold chain system and establishment of private veterinary pharmacies model for sustainable animal health services delivery. VSF-Suisse mainstreams and integrates cross-cutting issues such as environmental protection, gender equity, HIV / AIDS, and human protection in its program strategies, and applies the principles of Conflict Sensitivity, Do No Harm and Accountability to Affected Populations in its programming.

1.2 Project background

In line with its Country strategy, VSF-Suisse received a two-year (2020-2022) grant effective 15th July 2020 to 14th July 2022 from the Swiss Confederation, represented by the Swiss Federal Department of Foreign Affairs through the Swiss Agency for Development and Cooperation in Juba for the Project entitled "Enhancing Agro-pastoral Food Security, Livelihoods and Protection in South Sudan, assumed a project acronym, PROWIGA II.

The project aims to equitably improve protection of vulnerable groups, enhance access to nutritious diets, diversified livelihoods and incomes and mitigate potential Covid-19 spread among 68,400 beneficiaries in Juba, Aweil East and Panyijiar Counties. The project focused on the following three key outcomes.

1. Improved food and nutrition security and income opportunities among targeted vulnerable populations
2. Psycho-social and mental health/ wellbeing of children and their families/ caregivers is promoted, their rights are protected and enhanced capability of communities including community based support mechanisms capacity to respond and cope with threats and promote peaceful coexistence.
3. There is adoption of improved hygiene, social distancing among other Covid-19 mitigation measures

The project targeted 68,400 smallholder households in the three Counties from Northern Bahr el Ghazal, Unity and Central Equatoria states.

2. Objectives

To inform Vétérinaires Sans Frontières Suisse, the donor Swiss Agency for Development and Cooperation (SDC) and other project stakeholders and partners on the results of implementation, i.e., the delivery of planned outputs, outcomes, and impact (including documentation of key success stories across the different outcomes) as well as the extent to which the project has achieved the respective

objectives, while highlighting enabling factors and challenges encountered. The end of project evaluation will also provide a basis for identifying appropriate actions to address challenges in project implementation and management for any future such projects. In addition, to review how the project has delivered effective, efficient, relevant, and timely activities to beneficiaries as set out in the project log frame.

2.1 Specific objectives of the End of Project Evaluation

The following specific objectives will be pursued by the evaluation consultant(s):

1. To assess the project's theory of change (TOC) in terms of extent of achievement of outputs and outcome targets in the log frame.
2. To assess the relevance, efficiency, effectiveness, impact, and sustainability of the project, by looking at the evidence of impact of the activities of the project on outputs and outcomes.
3. To provide a basis to address challenges in implementation and management of the action and, derive lessons to inform future such projects.
4. To inform resource allocation for a future round of proposals, as well as to inform decisions on scaling-up, replication, and /or continuation, and test exit strategy taking into consideration institutions and project synergies in the area.

The end of project evaluation should be manageable within the project budget allocations, and the methodology replicable and use benchmarks established during baseline to measure the achieved results.

Please refer to the TOR annexes for the details on the project's results framework (Annex Logframe).

3. Scope of work

The scope of the end of project evaluation includes the review of relevant primary and secondary data, collecting primary data and generating information that will be used to assess the performance of this project. The geographical scope of the survey covers the project sites in 3 different counties in three different states hence the need for careful logistical planning covering NBEG, Unity and Central Equatoria states at the same time, with the relative importance of outcomes specific to each area.

The scope of the work to be undertaken includes;

1. A desk review of relevant project documents,
2. Meeting and interviewing key beneficiaries/stakeholders and partners,
3. Meeting with VSF-Suisse management and project staff,
4. Meeting with the SDC if need be.
5. Designing data collection tools and methodologies,
6. Produce an inception report
7. Selection and training of enumerators for data collection,
8. Determining sampling frame, collecting (quantitative and qualitative), collating, cleaning, and capturing of the key project data,
9. Analysing the data and producing the draft end of project evaluation report,
10. Compiling and submitting the complete end of project evaluation report.

4. Proposed methodology

The consultant(s) is/are expected to use best practices and frameworks in food security and livelihoods and, public health and protection analysis. Additionally, they are expected to use simple but effective indicators given the paucity of quantitative data, high levels of illiteracy and the traditional nature of production and ways of handling Protection issues in the project location. As a minimum, the approach adopted by the consultants should include the following:

- (i) Use of representative samples in data collection (location, production, stakeholders, activities, types of smallholders, etc.).
- (ii) Ensure inclusiveness in sampling respondents with focus on women and the youth;
- (iii) Use a range of methods to collect and analyse both qualitative and quantitative data;
- (iv) Identify and interview the project stakeholders (through FGD, KII etc).
- (v) Where possible make field visits to some project villages to supervise data collection, make observations and gain first-hand experience of the project context;
- (vi) Hold meetings with different beneficiary groups (Agro-pastoralists, farmers, women, youths, traders, livestock keepers, etc);
- (vii) Use standard data processing and analysis software such as SPSS etc.;
- (viii) Produce and submit to VSF-Suisse the draft report;
- (ix) Incorporate feedback from VSF-Suisse and produce end of project evaluation report.

5. Key tasks

The specific tasks expected to be performed by the consultant(s) include:

- (i) To develop of the technical and financial proposals.
- (ii) To read and understand the project documents, which include project proposal narrative and financial, operational progress reports, field mission reports, M&E reports, supervision reports etc, and updated log-frame etc.
- (iii) To develop a clear work plan to undertake the survey.
- (iv) To meet with VSF-Suisse management and technical teams in Juba, South Sudan to plan for the exercise, develop a timetable for field work, and agree on methods that will be used to collect the data.
- (v) To develop tools for end of project evaluation data collection, train enumerators and test pilot the tools.
- (vi) To participate and oversee data collection in the field.
- (vii) Process and analyse the data;
- (viii) Produce the end of Project evaluation report.

6. Line of Inquiry:

Relevance:

- Were the objectives and activities implemented by PROWIGA II project addressing needs of small holders, individuals (women, men, girls, boys) or the community in the target locations?

- How well has the project addressed the core problems elaborated in the project description of project document approved by the Swiss Development and Cooperation?
- How do beneficiaries perceive the project in terms of addressing their core needs?
- To what extent was the project able to adapt and provide appropriate responses to context changes and emerging local needs, and priorities of targeted small holder Agropastoralists, women and youth?
- To what extent does the PROWIGA II project address the identified needs of the community?
- How well does the PROWIGA II project goal and objective align with the Government of South Sudan and the SDC humanitarian and resilience priorities?

Effectiveness:

- To what extent have the planned objectives in the action log frame been reached, per indicator, disaggregated by gender and age and, where appropriate, by residential status?
- To what extent have the activities of the project contributed to the overall project goal? What were the major factors influencing the achievement of the objectives of the project?
- What opportunities for collaboration have been utilized and how have these contributed to the effectiveness of the project?
- Have proper accountability and risk management framework(s) been in place to minimize risks on implementation of the project?

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?
- Were the activities implemented (modality) in a cost-efficient way? 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?

Impact:

- How have the activities implemented improved the lives of targeted beneficiaries? How many have been impacted disaggregated by sex, gender/or other vulnerabilities factors?
- Are there any success stories of positive change at individual, household, or community level?
- What changes, positive or negative has the project made to the beneficiaries in terms of technical, economic, social, cultural, political, ecological considerations etc.
- What changes has the project made to the beneficiaries' operating environment in terms of institutional policies and practices, extension systems, markets and regulations etc

Timeliness:

- Was the project design timely in responding to the needs on the ground?
- Were the activities timely implemented when compared to the work plan of the project?
- Were funds available in time during implementation of the activities, and to respond to new developments?

- To what extent has the collaboration between VSF-Suisse and line ministries and other stakeholders contributed to timely coordination of activities and processes?

Quality:

- The end of project evaluation should assess the overall quality of the project. It is important to include beneficiaries' opinions on the quality of the services rendered.
- What mechanisms have been in place to track 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 action meet the needs and expectations of the beneficiaries? What do beneficiaries feel could be improved for enhancing local capacity?
- To what extent have outputs of the action contributed to build long-term community capacity?
- To what extent has the project been participatory throughout the project cycle?

Learning:

- How visible are the SDC and other donor emblems and partners' logos at project sites, and demonstration areas?
- 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 actors, community members and beneficiaries?
- How did the different actors learn from these experiences?
- The end of project 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 the activities of the project contributed to effective, efficient, relevant, and timely delivery of support and enhanced impact for the beneficiaries?

6.1. Outputs:

The outputs expected from the assignment are as follows:

- (i) **A detailed end of project evaluation report** in line with the project indicators as indicated in the approved/updated log frame, including the above OECD evaluation criteria.
- (ii) **Documented brief and concise success stories of the project.**
- (iii) A brief report on the recommendations.

7. Duration

Although the project area is diverse, VSF-Suisse envisages the consultant(s) to use a combination of concurrent remote and in situ field level visits to train enumerators and collect data, and therefore expects that the assignment will take approximately **21 days**, broken down as follows: **3 days** of travel, **1 day** to review the project documents, **12 days** field for data collection, meeting stakeholders, and produce the draft report, and **5 days** to produce the final report.

8. Qualifications and experience of the consultant

The consultant should ideally have the following qualifications:

- (i) **Master's degree** in Agricultural or Rural development sciences, Development studies or equivalent.
- (ii) At least **five years' experience in conducting assessments/evaluations in the field of food security and livelihood**, with Knowledge on public policy and Protection especially in collecting and analysing baseline, mid-term and end term project data and development of M&E systems. And in addition, conversant with the Logical Framework.
- (iii) Knowledge in conducting **Nutrition** surveys using qualitative and quantitative data collection methods and, collation analysis and reporting of such survey outcomes.
- (iv) Experience in working with the **SDC is an added advantage**.
- (v) Demonstrated understanding of the South Sudan's political, socio-cultural, and livelihood contexts.
- (vi) Understands conflict sensitivity in programming.
- (vii) Demonstrated analytical and good writing skills.
- (viii) Good capacity building skills.

9. Application procedure

Interested firms/persons must submit detailed technical and financial proposals (VSF Suisse will cover consultant travel and accommodation costs if travel is proposed).

Technical proposal must include;

- Clear explanation of consultant's understanding of the Terms of Reference
- Proposed approaches and methodology to be used and workplan/timetable.
- Updated CVs with at least 3 referees of the lead consultant and partners (if any)
- Copies of a similar assignment recently completed

Financial proposal will include budget for the assignment bearing in mind that VSF-Suisse will provide transport and accommodation for the consultant(s) to undertake the assignment.

10. Submission of application and deadline

All the application documents must be submitted via e-mail by **20th June 2022** to: **jubarecruitment@vsf-suisse.org** and copy **Office.Juba@vsf-suisse.org**. The application e-mail should indicate on the subject line the Job Title; End of Project Evaluation: Food Security, Livelihoods and Protection.

Deadline for submission is 5:00pm 20th June 2022. Note: Applications will be evaluated on rolling basis.