

## **TERMS OF REFERENCE (ToR) FOR SSWEP END-OF-PROJECT EVALUATION**

### **1.2 PROJECT BACKGROUND:**

Cordaid South Sudan in partnership with Hope Restoration South Sudan has been implementing the “South Sudan Women Empowerment Project (SSWEP)” for the last two years, starting February 2021.

The overall objective of the project was to narrow the "gender gap" through the synergy of economic, political, and social empowerment of women in Malakal County, Upper Nile State, and Bor County, Jonglei State of South Sudan. This was done through two specific objectives.

1. promotion of women’s economic empowerment at the local level, with specific attention to those in the most vulnerable situations through promoting Climate Resilient Livelihoods, Market System Development, and Business Development Services which will be implemented primarily by Cordaid and known as objective one.
2. Promotion of a culture of respect for women’s social, economic, and political rights at the local level in identified states/counties through strengthening and reinforcing capacities of key actors which will primarily be implemented by HRSS (Hope Restoration South Sudan) known as objective two.

### **2. PURPOSE OF THE EVALUATION**

The purpose of the end-of-project evaluation is to determine the extent to which the project has achieved its objectives; assess whether the project represents substantial value for money, highlight the key lessons learned, document challenges, and provide recommendations to support future programming in a similar context.

#### **2.1. KEY OUTCOME OF THE END OF PROJECT EVALUATION:**

1. Measure the Women’s Empowerment in Agriculture Index (WEAI) as the first comprehensive and standardized direct measure of women's empowerment and inclusion in the agricultural sector.
2. Evaluate the outcomes related to the application of the “Women Peace and Security (WPS) Barometer,” and document good practices to inform policy and scaling up programming.

3. Measure the overall achievements of the project based on defined project indicators and the anticipated results.
4. Based on the documented results, analyze the key success and constraint factors (both internal and external) for each outcome area.
5. Analyze the project based on the evaluation criteria stated in the next section. [OBJ]
6. Recommend strategies for future similar interventions and draw lessons learned.

### 3. EVALUATION CRITERIA

The consultant will use the OECD DAC evaluation criteria of relevance, coherence, effectiveness, efficiency, impact, and sustainability to review the project.

- i.* **Relevance:** This is the extent to which the intervention objectives and design responds to target beneficiaries' needs and South Sudan development policies, and priorities
- ii.* **Coherence:** were the project actions implemented logically and clearly according to the designed strategies? If there was any change in strategy, was it executed according to the adjustments, leading to the anticipated output and outcomes?
- iii.* **Effectiveness:** The extent to which the intervention achieved, or is expected to achieve, its objectives and its results, including any differential results across groups. This refers to the aggregate measure of the extent to which the expected outputs and outcomes have been achieved so far or are expected by the project's end.
- iv.* **Efficiency:** This is the extent to which the interventions have been delivered or are likely to be delivered in an economical and timely manner. This refers to the "Economic" conversion of inputs (funds, expertise, natural resources, time, etc.) into outputs, outcomes, and impacts, in the most cost-effective way possible, as compared to feasible alternatives in the context.
- v.* **Impact:** This is the extent to which the interventions have generated or are expected to generate significantly positive or negative, intended, or unintended, higher-level effects (see log frame). This seeks to identify the social, environmental, and economic effects of the intervention that are longer-term or broader in scope than those already captured under the effectiveness criterion.

- vi. Sustainability:** Will the benefits last? This examines the extent to which the net benefits of the intervention will continue or are likely to continue for a long period of time after the intervention, in terms of the financial, economic, social, environmental, and institutional capacities of the established systems needed to sustain net benefits over time. This analyzes the resilience, risks, and potential tradeoffs.

The evaluation criteria are translated into the following specific evaluation questions. These questions will be discussed with the experts during the Inception Phase. However, once agreed upon, the evaluation questions are contractually binding. The evaluation will provide answers to the questions below.

### **RELEVANCE**

- To what extent are the objectives of the Programme valid to the needs of the beneficiaries?
- To what extent are the activities and outputs of the Programme consistent with the overall goal and the attainment of its objectives?
- To what extent are the activities and outputs of the Programme consistent with the intended impacts?

### **EFFECTIVENESS**

- To what extent were the project goal and objectives achieved?
- What were the major factors influencing the achievement or non-achievement of the objectives?

### **EFFICIENCY**

- Were activities delivered on a budget?
- Were objectives achieved on time?
- Was the project implemented within the defined scope?
- Was the project implemented according to the defined strategy?

### **IMPACT**

- What has changed because of the project?
- What range of outcomes (intended and unintended) has the project contributed to – taking account of each of the social, economic, environmental, and cultural considerations

- How did the action of the project meet the needs of the target beneficiaries, particularly gender, youths, women, IDPs (Internally Displaced Persons), Returnees, and People with disability
- What was the added value of this project to the lives of the target communities, both regarding its design and implementation?

### **SUSTAINABILITY**

- Is there evidence that the initiative is likely to grow – scaling up and out – beyond the project life?
- To what extent will the benefits of the project continue after donor funding ceased?
- What were the major factors influencing the project's achievement or non-achievement of sustainability?

### **COHERENCE**

- What was the relationship between this project and other Dutch/non-Dutch funded projects in the same areas?
- How could this relationship be utilized for strengthening sustainability?

## **4. THE EVALUATION METHODOLOGY**

The evaluation will incorporate the principles and standards of the OECD/DAC for participatory, credible, and gender sensitivity. Therefore, both quantitative and qualitative methods of data collection can be considered. The chosen methods should be inclusive and respect the social and cultural context of the target beneficiaries. The evaluator should consider acceptable research ethics to be applied during the data collection process. In general terms, the evaluation should be guided by the “do-no-harm” principle. The sampling methodology and size should be represented by considering the spread of the beneficiaries and relevant stakeholders.

## **5. SCOPE OF THE END OF PROJECT EVALUATION CONSULTANT**

The evaluator is expected to undertake the following tasks:

- Develop an Inception report and present it for review and approval.
- Based on the project Log frame, develop the detailed methodology of the evaluation, data collection tools, sampling, and data analysis instruments for all relevant indicators, and present for review and approval.
- Research methods include a beneficiary Survey like the baseline, Focus Group Discussions, Key Informant Interviews, and desk review.

- Facilitate an expert/stakeholder review of the tools and methodology proposed for the survey, FGD (focused group discussions), and KIIs in the project locations.
- Revise the tools and methodology proposed based on feedback from the expert/stakeholder review.
- Train data collectors (Enumerators)/supervisors on the use of data collection tools.
- Data collection should happen in both counties of Makal and Bor simultaneously. Therefore, either the consultant or their designated supervisors will supervise the data collection.
- The overall sample frame will be made up of at least 4,000 beneficiaries reached under the project.
- Lead the data collection exercise with the participation of CORDAID staff and relevant consortium members' staff.
- Perform data collation, cleaning, analysis, and report writing.
- Present the preliminary findings to the project management team.
- Generate and present a draft evaluation report for review by Cordaid and HRSS  
To check the evaluation's factual basis and discuss the draft findings, conclusions, and recommendations.
- Incorporate stakeholder/expert comments and submit the final report.
- Present the final evaluation report to CORDAID/consortia members and Hope Restoration South Sudan

## 6. PERIOD

The length of the assignment will be between 20 – 25 days (about 3 and a half weeks). The consultant/team is expected to visit all the project sites within this period. However, the assignment is planned to commence on July 31<sup>st</sup>, 2023. The final report submission date will be submitted BY August 22<sup>nd</sup>, 2023.

**Table 1: The table below on the activities schedule will be completed by the consultant.**

Key Activity	NUMBER OF DAYS ALLOCATED	ACTIVITY DATES
Desk review of data/design of methodology/tools development.	2 days	TBD
Training of enumerators/supervisors,	1 day	“ “
Support the data collection	5-7 days	“ “
Data analysis and sense-making	3 days	“ “

Report writing	6 days	“	“
Debriefing.	1 day	“	“
Final revision and submission	3 days	“	“

## **7. SUPPORT EXPECTED FROM CORDAID SOUTH SUDAN TO THE EVALUATION TEAM.**

Cordaid South Sudan will provide the following, to enable the successful completion of the assignment.

- A single round trip Flight fare from Juba -Field and back.
- Accommodation of the consultant while in the field in predesignated Cordaid Hotels.  
Logistical support for the data collection process
- Coordination with local authorities by facilitating clearance for the consultant’s work.

## **8. KEY DELIVERABLES**

Based on this TOR the consultant shall deliver the following:

- a. The consultant will submit an inception report 1 week after signing the contract.
- b. A draft (soft copy) end-of-project evaluation report for review, one week after data collection.
- c. Organize a validation workshop.
- d. Submit to CORDAID South Sudan the final report for the evaluation, one (1) week after receiving the feedback from Cordaid.
- e. All data sets used for analysis as well as any other form of transcripts used, are Cordaid South Sudan property, hence shall all be submitted with the final report.
- f. The final report should include at least the following components.
  - Should have a maximum of 30 pages, excluding annexes.
  - Executive summary.
  - Background; Brief project description and context
  - Evaluation purpose.
  - Study methodology including sampling procedure and size.
  - Key findings per results areas of the project
  - Strategies used to achieve the results.
  - Unintended results
  - Lessons learned per project outcome results.
  - Recommendations per project outcomes

- Conclusion.
- Appendices

## 9. EVALUATOR’S PROFILE AND REQUIREMENTS

- a. The Lead Consultant should hold at least a master’s degree related to the assignment.
- b. At least Five (5) years of experience evaluating resilience programs related to Agriculture, Food security, Disaster Risk Reduction, livelihood projects, and strong project sector engagement.
- c. Demonstration of relevant skills in leading evaluations in South Sudan contexts
- d. The consulting team should include specialists in the following fields, gender, food security, and climate resilience.
- e. Excellent analytical and report-writing skills.

## 10. APPLICATION GUIDELINE

Potential candidates are advised to follow the guidelines below.

- a. A detailed technical and financial proposal documents submitted to Cordaid before the close of business on.....
- b. 3 Sampled previous experience related to this assignment.
- c. Curriculum Vitae of the head consultant(s), and 2 other team members each with 3 references/referees preferably from previous organizations where a similar assignment was executed.
- d. Profile of the consultancy firm- with proof of compliance to South Sudan legal operation of companies such as registration and NRA e-tax identification certificate

## 11. A GUIDE TO THE EVALUATION BUDGET DEVELOPMENT

Item description	Unit	Quantity	Unit cost	Total cost	Remarks
Professional fees (this budget should be broken down) e.g., Consultant, and supervisors’ cost					
Travel cost					
Accommodation and meals					
Enumerator cost					
Taxes (applicable to international consultants, which is 20% of the cost of the assignment)					

Note: Domestic flights and local road transport will be covered by Cordaid South Sudan.

**12. EVALUATION AND AWARD OF THE EVALUATION CONSULTANCY SHALL BE BASED ON THE FOLLOWING CRITERION**

All applications shall be evaluated against the set of indicators below.

<b>Selection criterion</b>	<b>Marks scored</b>
Demonstration of clear understanding of the assignment	10 Marks
Comprehensive outline of how to carry out the assignment	20 Marks
Experience and expertise in similar assignments	20 Marks
Clear technical proposal	30 Marks
Evaluation Costing	20 Marks
<b>Total</b>	<b>100 Marks</b>

Applications should be submitted to [tendercordaidsouthsudan@cordaid.org](mailto:tendercordaidsouthsudan@cordaid.org) on or before July 31<sup>th</sup>, 2023 (Central African Time), with the subject title of “SSWEP END OF PROJECT EVALUATION”, in a zipped folder.