



## Terms of Reference (TOR) for DCA Danida Humanitarian Frame 2021 Project End line Evaluation.

### Background and Introduction:

DanChurchAid (DCA) - is a decentralized Danish NGO, which primarily works with both national and international NGO partners and 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 2021 implemented across three states of South Sudan (Eastern Equatoria, Upper Nile and Jonglei state). The TOR briefly describes project backgrounds, specific project outcomes/outputs, 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 2021 Project

**Project Title:** Improving Food Security and Livelihoods Support of Conflict, Pandemic, and Disaster-affected households in South Sudan

#### 1.1 Introduction of the project

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<sup>2</sup>. 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<sup>3</sup>. 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<sup>4</sup>. 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).

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<sup>2</sup> WFP-South Sudan Country Brief April 2020

<sup>3</sup> FEWS NET South Sudan, Food Security outlook update, April 2020

<sup>4</sup> WFP South Sudan Country Brief, April 2020



Furthermore, the long conflict in South Sudan has caused untold suffering to the people of this new nation. People have lost loved ones, property, social cohesiveness, and potential to support themselves. While this affects all people, women and girls have been bearing the brunt of the effects of conflict, often having to fulfil multiple roles in the household when men are absent or deceased. The outbreak of the global COVID-19 pandemic continues to affect overall country's economic activity, market supply chains, and food prices in the context of the long-term macroeconomic crisis and current foreign-exchange shortage. Poor households within border towns like Nimule continue to be most affected by the economic impacts of COVID-19 pandemic, as most small-scale businesses are struggling to operate given reduced demand and higher operating costs. This shock cuts across all segments of populations and is undermining the livelihoods of households and pushing them towards acute hunger and malnutrition. There is a growing concern of food insecurity among most vulnerable HHs and they lack cash to buy food commodities out in the market.

The project provides life-saving and integrated multi-sector assistance through multi-purpose cash assistance and livelihoods support, aiming to increase access to food through cash and increased food production. It reinforces protection through community-led approaches and promotes access to basic services through market support and referral pathways. At the same time, at-risk communities are supported to sustain and improve their ability to cope with threats through community managed DRR support and peacebuilding and conflict mitigation initiatives.

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 sustainability of the overall humanitarian and mine action programme in South Sudan.

DCA is implementing this project in Upper Nile State (Panyikang), Jonglei State (Fangak County) and Eastern Equatoria State (Magwi County), through three local partners (NRDC, NH, 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

Improving Food Security and Livelihood Support of Conflict, Pandemic, and Disaster-affected households in South Sudan

### Impact Indicators:

*80% of crisis affected households (HH) have increased access to meet their immediate dietary needs and improved capacity for self-reliance*

### Overall Project Objective

Access to food and other lifesaving assistance through cash, market-based programming, provision of productive assets for vulnerable households and increasing capacities of community to respond to disaster in Greater Upper Nile and Eastern Equatoria.

### The project will assess change through the 4 outcomes

Outcome 1: Target HHs have improved food security through increased purchasing power

Outcome 2: Target HHs have improved their livelihoods opportunities through better access to productive assets.

Outcome 3: Local markets have improved capacity and functionality to support needs of local communities.

Outcome 4: Affected Communities have improved capacity to managed and address impact of climate related shocks through community managed disaster risk reduction (CMDRR).

### Project Expected Results

The evaluation results must address the following indicators:

- *80% of targeted HHs have improved food security and access to other basic needs*
- *70% of targeted HHs report reduced use of negative coping mechanisms.*
- *80% of targeted HHs using livelihoods inputs to produce food for consumption or sale*
- *60% of the targeted HHs report improved resilience to external shocks (economical, climatic or conflict based).*
- *80% of targeted market actors reporting improved market functionality*
- *70% of trained market actors/vendors reporting improved capacities in business as result of market support initiatives.*
- *70% of targeted community members reporting readiness to managed threads posed by natural disasters*
- *70% of targeted community members report decrease in incidents of land mines/explosive ordinances through explosive ordinance risk education awareness.*
- *90% of selected CMDRR action plans implemented.*
- *70 %of selected HHs have increased awareness on environmental protection practices*



## 2. Purpose of the Evaluation:

This call for 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 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 utilisation of mobilised and committed resources during the implementation and procurement of project inputs.
5. Determine the synergies of this project with other partners implemented projects in the same geographic area and coordination with other actors and make recommendation 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 focus on innovation and best practice.
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. Evaluate if the Village Savings and Loan Associations (VSLA) are working as intended
12. Assess number of indirect beneficiaries reached by the project and impact on them
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 2021, from 1<sup>st</sup> January – 31 December 2021, as implemented in selected states (Upper Nile, Jonglei and Eastern Equatoria),



including Panyikang, Fangak and Magwi Counties. The evaluation will be conducted from 18<sup>th</sup> of January to 28<sup>th</sup> of February 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, documents reviews and analysis, case studies, observation, or any other appropriate techniques.

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

The consultant is expected to indicate the necessary measures to be taken to mitigate the risks, limitations, and potential delays as a result of Covid-19 measures in South Sudan and the consultant's home country to ensure field work can take place as planned. This may include requirements for testing, quarantine, and travel restrictions.

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

**Relevance & Quality of Design:**

- ◆ Does the project conform to the goals of DCA country strategy?
- ◆ Is the project design appropriate for the geographic area?
- ◆ Is the intervention logic coherent and accurate?
- ◆ Have recommendations from previous evaluations been incorporated in the design?
- ◆ Were any lessons learned from previous projects in the area used?
- ◆ Are the indicators of progress and impact in the design of good quality?

**Efficiency of Implementation:**

- ◆ Did the project start in time?
- ◆ Were all key staff in post maintained through project life?
- ◆ Were all inputs delivered in time?
- ◆ Were inputs of acceptable quality?
- ◆ Appropriateness of methodology used
- ◆ How was the cooperation between local government authorities and implementing partners?
- ◆ What was the local government's assessment of this intervention?



- ♦ What was the chiefs' assessment of this intervention?
- ♦ Did partners get good cooperation from relevant local leaders?
- ♦ Was access to project areas acceptable by stakeholders?
- ♦ Have most of the project outcomes been achieved to an acceptable standard?
- ♦ Have the community contributed in cash and/or in kind to the project?
- ♦ Was the budget been spent according to the proposed budget lines?
- ♦ Was the rate of spending acceptable?
- ♦ How effective was complain handling mechanism? And is it functioning?

#### Effectiveness of the Project:

- ♦ To what extent were project activities listed in the proposal contributing to achievement of the project specific objectives - attainment of outputs and the project outcomes?
- ♦ Have there been any un-planned effects and are these good or bad?
- ♦ Has coordination with other development actors been effective?
- ♦ Have the effects of the project been felt equally across the whole project area or are some areas neglected?
- ♦ Have the effects of the project been felt equally across the project stakeholders or other stakeholders neglected?
- ♦ What project component/s were more effective and why?
- ♦ Was the technical design effective and appropriate for that environment?

#### Impact of the Project:

- ♦ To what extent have beneficiaries, including duty bearers benefited from project outputs and outcomes?
- ♦ Has the project changed beneficiaries' lives in any meaningful way?
- ♦ To what extent have the duty bearers/ local government institutions benefited from the outputs and outcomes?
- ♦ To what extent have local leaders benefited from the outputs and outcomes?
- ♦ In what ways have local markets benefited from the project?
- ♦ To what extent is the impact sustainable over a longer term?
- ♦ Has the project increased or decreased dependency on outside intervention?
- ♦ Has the use of animal traction increased area cultivated and planted with crops?

#### Potential of Project Sustainability:

- ♦ To what extent can the outputs be expected to be sustainable over longer time?
- ♦ What characteristics make the outputs sustainable or unsustainable?
- ♦ Do the local government authorities fully support the initiatives taken by the project?
- ♦ Do the local community leaders/ chiefs fully support the initiatives taken by the project?
- ♦ To what extent are the target communities contributing to the sustainability of the initiatives?
- ♦ Has special effort been made to educate/engage women to assume decision-making roles?
- ♦ Did the project design include practical exit strategy?



#### 4.0 Evaluation Approach:

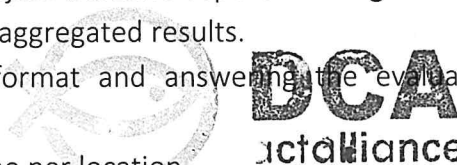
In principles, the consultant is expected to develop the evaluation methodology, but the expectation is that the incumbent will adopt an inclusive and participatory approach in which key project staffs have a chance to meaningfully participate in the evaluation process. Considering the foregoing, it is recommended that:

- ♦ The entire exercise is structured to adopt joint planning sessions with project staff, program briefings by management staff in line with the log frame, project document, and the country strategy. Others include focus group discussions, key informant interviews with stakeholders and Government representatives in each county.
- ♦ Electronic data collection at 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, ability to mobilize the respondents within the consultancy period.
- ♦ Using different methods, the consultant is expected to collect relevant data and to triangulate information thus ensuring greater validity of 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 outputs;

- ♦ Inception report: The Evaluator will develop detailed inception that sets out 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 first draft: The Evaluator will be required to organise one day presentation of the first draft report, 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 complying with the format and answering 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 ( <i>Draft the inception report and start desk review. The inception report must include draft data collection tools</i> )	2
Consultant travels	1
Meeting with project management team in Juba – administrative matters, reviews of background documents, tools finalization etc.	1
Field work, analysis and report writing ( <i>Travel to and from selected study locations, planning meeting with field-based project staff, training of enumerators, field data collection, KIs in Juba with partner's and DCA staff, analysis, and draft report preparation</i> )	19
Debrief	1
Incorporation of Comments and final report submission to DCA and partners	2
<b>Total days</b>	<b>26</b>

## 7.0 Terms and Conditions:

### ♦ Logistics:

DCA will cover for field related costs, including food, and accommodation.

The consultant shall budget for daily payment of data collectors/enumerators in the field.

DCA will carter for in country flight bookings and payment to field locations as well as International/regional flights. It shall, however, be the responsibility of the consultant to cover for Covid-19 test and Visa cost if applicable (DCA will support with a letter of invitation).

- ♦ **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 on 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.

## 8.0 Consultant Experience:

The consultant should meet the following criteria:

- ♦ Higher university degree in relevant field with over 12 years' experience in food security and livelihoods programming in fragile countries.
- ♦ Knowledge on 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, Greater Upper Nile and Jonglei States), policy and advocacy work.
- ♦ Excellent written English;
- ♦ Knowledge of local languages is an added asset.
- ♦ Previous experience of 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 field work. 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:

- ♦ 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
- ♦ Technical 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.career.emply.com/en/ad/dca-danida-humanitarian-frame-2021-project-end-line-evaluation/6baa4t>

Not later than the 30<sup>th</sup> /November /202



