**Full Evaluation Scope of Work (SOW)**

## 1. Evaluation Purpose

Samaritan's Purse will conduct a performance evaluation to generate learning to improve project effectiveness for conflict-affected populations (beneficiaries) and accountability to stakeholders. The results of the evaluation will be used by Samaritan's Purse to assess the effectiveness of the project in improving the agricultural production and productivity of targeted beneficiaries in the three counties in South Sudan. The results will also be used to inform future project design and implementation as well as strategy formulation based on the lessons learned. In general, the evaluation results will be used to improve programming in ways that contribute to better development outcomes. Samaritan’s Purse will be evaluating only the Agriculture Sector and the following sub-sectors: Improving Agricultural Production, Seed Access, Pests and Pesticides and Fisheries/Aquaculture. This sector has been chosen because it is the one in which many of the resources have been invested over the years and it is of interest to both Samaritan’s Purse and the donor. Specifically, the evaluation will serve the following purposes:

* To evaluate the effectiveness and relevance of agricultural activities in relation to the project goal, purpose, sub-purposes, results, and targets in Mayom and Mayendit Counties, Unity State and Maiwut County, Upper Nile State.
* To evaluate the degree to which implementation contributed to building community resilience to shocks.
* To identify best practices, lessons learned, strengths, and challenges in the activity design, including the theory of change, and implementation for achieving the agricultural activity’s expected results.

## 2. Background Information

**2.1 Activity Information**

The table below provides basic information about the Integrated Response for Conflict-Affected Populations (InterCAP) project being evaluated.

**Table 1: Activity Information**

|  |  |
| --- | --- |
| Activity Name | Integrated Response for Conflict-Affected Populations (InterCAP) |
| Implementer(s) | Samaritan’s Purse |
| Award Number | 720BHA22GR00299 |
| Budget | $6,000,000 |
| Period of Performance | September 2022 - February 2024 |
| Active GeographicRegion | South Sudan: Mayom and Mayendit Counties, Unity State; and Maiwut County, Upper Nile State. |

**2.2 Background and Context**

Samaritan’s Purse has partnered with the United States Agency for International Development (USAID)’s Bureau of Humanitarian Assistance (BHA) since 2014, providing assistance in Abiemnhom, Mayom, Maiwut and Mayendit Counties, including Agriculture and Food Security, and water, sanitation and hygiene (WASH) in Mayendit, Abiemnhom and Mayom Counties, as well as a Maternal, Infant and Young Child Nutrition Care Group project in Mayendit and mobile medical services in Mayom (Mankien). These interventions were carried out in response to the wave of violence that followed the crises of December 2013 and, most recently, July 2016, as well as the successive floods of 2019 to date.

In 2021, communities in South Sudan continued to experience the shocks of intensified conflict and subsequent displacement, major flooding, lack of access to health care, and the impacts of COVID-19.[[1]](#footnote-2) In 2022, approximately 75% of South Sudan’s population (8.4 million people) were projected to be in need of humanitarian assistance.[[2]](#footnote-3) This increase in humanitarian need was largely driven by rising food insecurity, which was projected to affect over 8 million people in 2022.[[3]](#footnote-4) Similarly, lack of access to clean water has led to an increase in waterborne diseases and malnutrition. Approximately 835,000 people were affected by floods in September-October 2021 in 33 counties across eight states, with Unity and Upper Nile States being the most affected.[[4]](#footnote-5)

In 2022-2024, Samaritan's Purse aims to address the ongoing need for emergency relief in vulnerable communities, using an integrated approach that addresses critical crosscutting themes with an increased emphasis on disaster risk reduction and resilience. This is in line with the BHA mission of “saving lives, alleviating human suffering, and reducing the physical, social, and economic impact of rapid and slow-onset disasters by supporting at-risk populations to build stable foundations.” The proposed interventions seek to contribute to the BHA strategic goal of strengthening the foundation for a more self-reliant South Sudan.

**2.3. Description of the Activity**

**2.3.1 Study location and target population**

The project is being implemented in Mayendit and Mayom Counties of Unity State and Maiwut County of Upper Nile State.

 **Unity State:**

**Mayendit County** is located in Unity State. It borders Koch County to the north, Leer County to the east, and Panyijiar County to the south-east. It also borders Lakes State to the south-west, Warrap State to the west, and Jonglei State via a narrow strip of land to the east. According to the 2020 population projection, Mayendit had a total population of 66,015 people. Residents practice agro-pastoralism and also supplement their diets through fishing and foraging. According to the 2021 InterCAP Internal Evaluation Report prepared by Samaritan's Purse, the household (HH) family size in Mayendit was six. The majority of the surveyed population were aged 25-34 years, 37% (n=204); followed by 35-44 years, 29% (n=161); and 18-24 years, 25% (n=143). According to the 2022 Humanitarian Needs Overview, approximately 39,000 people in Mayendit were considered to be in severe need.[[5]](#footnote-6) Three straight years of mass flooding have displaced at least 1,041 HHs in Mayendit County.[[6]](#footnote-7)

**Mayom County** is located in Unity State. It borders Abiemnhom County to the north, Rubkona County to the east, and Koch County to the south-east. It also borders Warrap State (Twic, Gogrial East and Tonj North Counties) to the west. According to the 2020 population projection, Mayom had a total population of 151,690 people. The county is classified within the northwestern Nile Basin cattle and maize livelihoods zone and comprises flat grasslands, with some shrubs, thorns, and patches of forest.[[7]](#footnote-8) According to the 2021 InterCAP Internal Evaluation Report prepared by Samaritan's Purse, the HH family size in Mayom was six. The majority of the surveyed population were aged 35-44 years, 34% (n=110); followed by 25-34 years, 30% (n=96); and 45-54 years, 17% (n=56). Mayom’s position has made it one of the main trading centers in Unity State; however, insecurity has affected trade routes and contributed, along with flood-induced access constraints, to food scarcity.[[8]](#footnote-9) Notably, the population has been involved in fighting with other Nuer groups as well as with Dinka communities.[[9]](#footnote-10) Furthermore, Mayom County was reported to have among the lowest health service availability.[[10]](#footnote-11)

**Upper Nile State:**

**Maiwut County** is located in Upper Nile State. It borders Luakpiny/Nasir County to the west and Longochuk County to the north. It also shares a long eastern and southern border with Ethiopia. According to the 2020 population projection, Maiwut had a total population of 121,986 people. The county is part of the northeastern maize, cattle and fishing livelihood zone.[[11]](#footnote-12) Maiwut County is an agro-pastoral area with approximately 70% of HHs involved in farming, with most of the remainder engaged in raising livestock and fishing.[[12]](#footnote-13) According to the 2021 Maiwut Needs Assessment Report prepared by Samaritan's Purse, the HH family size in Maiwut was nine. The majority of the surveyed population were aged 25-34 years, 42% (n=171); followed by 35-44 years, 31% (n=128); and 18-24 years, 17% (n=69). Since 2016, Maiwut has faced a worsening Food Security situation. Approximately 84% of Maiwut’s population (96,000 people) have had significant humanitarian needs.[[13]](#footnote-14) Maiwut was one of five counties in the country that experienced high access constraints in 2020/2021 due to conflict.[[14]](#footnote-15)

**2.3.2 Theory of Change (ToC)**

 If the targeted HHs and communities in South Sudan have access to urgently needed social and behavior change communication services, are provided with health care and WASH services, and are supported with agricultural and economic recovery assistance, then they will become self-sufficient, with capacity to cope with and adapt to shocks in a sustainable manner. The ToC is driven by the desire to achieve two interlinked multisector purposes, linked to four sector-specific interventions, which contribute to the realization of the activity’s goal: (1) improved Food Security and economic status of the vulnerable population, particularly children, pregnant and lactating women, the elderly, and persons with disabilities (PWDs); and (2) improved health and wellbeing of individuals, especially children, the elderly, PWDs, and other vulnerable groups.

**2.3.3 Interventions, outputs and expected outcomes**

The goal of the project is to improve the resiliency of internally displaced persons (IDPs) and vulnerable host community members through the provision of WASH, Agriculture and Food Security, and health services in South Sudan (Mayom, Mayendit and Leer Counties in Unity State and Maiwut County in Upper Nile State).

The project is driven by two purposes: 1) Improved Food Security and economic status, and 2) Improved health and wellbeing of the affected people, especially children, women, the elderly, PWDs and other vulnerable groups.

The first purpose will be achieved through implementing interventions that improve agricultural production and access to quality seeds, training farmers and community-based agricultural extension workers on improved agricultural practices, and implementing pest control and fishery activities. The project will foster economic recovery and improve access to market services, implement financial services and inclusion through the savings and credit groups, and promote uptake of new livelihoods.

The second purpose will be achieved by implementing water supply activities through rehabilitating and drilling boreholes and shallow wells, implementing sanitation activities, conducting hygiene promotion and environmental health activities, and providing WASH non-food items (NFIs). Under health, the project will provide basic primary health care services, pharmaceuticals and other medical commodities.

Samaritan's Purse is also integrating gender and protection activities in all sectors of implementation.

Overall, the project aims to reach 95,350 IDPs and vulnerable host community members; specifically, 62,260 people will benefit from Food Security interventions and 61,225 people will benefit from WASH and health interventions.

The following are the outputs from the intervention:

**Table 2: Activity Outputs**

|  |  |
| --- | --- |
| **Sector** | **Outputs** |
| Agriculture | * 45,450 targeted beneficiaries participated in improving agricultural production interventions
* 45,450 targeted beneficiaries have access to seeds
* 7,575 targeted beneficiaries practiced appropriate crop protection procedures
* 2,700 targeted beneficiaries benefited from fisheries/aquaculture
 |
| Economic Recovery and Market Systems | * 2,625 targeted beneficiaries benefited from financial services
 |
| Water, Sanitation and Hygiene | * 32,000 targeted beneficiaries utilized improved water services provided with BHA funding
* 900 targeted beneficiaries benefited from sanitation facilities provided with BHA funding
* 16,500 targeted beneficiaries benefited from hygiene promotion
* 23,840 targeted beneficiaries benefited from environmental health
* 13,500 targeted beneficiaries benefited from WASH NFIs
 |
| Health | * 36,000 targeted beneficiaries have access to basic primary health care
* Five targeted beneficiaries benefited from Pharmaceutical and other Medical Commodities training
* Four mobile medical units’ sites supported
 |

## 3. Evaluation Type

Samaritan’s Purse is seeking proposals from qualified external evaluation firms/consultants to conduct an external evaluation for its InterCAP project. The consultant will employ a mixed-method performance (final) evaluation collecting both quantitative and qualitative data, which will be systematically integrated (a comparison of baseline and endline quantitative data). The qualitative study will be designed to explore issues identified in the quantitative results and answer evaluation questions that are beyond the scope of the quantitative survey (e.g., effects on local markets, management, etc.). The evaluation will pull data from other sources including the activity’s performance monitoring data and endline.

## 4. Evaluation Questions

The evaluation questions selected follow the Organization for Economic Co-operation and Development (OECD)-Development Assistance Committee (DAC) Evaluation Criteria for evaluating the effectiveness and relevance of the Agriculture project. The evaluation will address the following specific series of questions:

* **Effectiveness:** Did interventions for Improving Agricultural Production, Seed Access, Fisheries/Aquaculture and Pests and Pesticides achieve their objectives? Specifically,
* To what extent have the activity’s interventions adhered to planned implementation (e.g., schedules, participant targeting, resource transfer composition/quantities, inputs and service delivery, and outputs) and achieved the intended purpose, sub-purposes and outputs outlined in the ToC? Is the ToC coherent and consistent with broader development policies and strategies?
* What were the factors that contributed to or impeded the achievement of the intended purpose, sub-purposes and outputs outlined in the ToC?
* To what extent have the activity’s interventions contributed to the targeted vulnerable population being self-sufficient, with capacity to cope with and adapt to shocks in a sustainable manner?
* **Relevance:** Did the interventions of Improving Agricultural Production, Seed Access, Fisheries/Aquaculture and Pests and Pesticides do the right things?
* Was the activity’s intervention indeed correct for the given population?
* Was the design of the program the best among other alternatives to address the emergency and development needs of the target population?

## 5. Evaluation Methods & Limitations

### 5.1 Evaluation Methods

The evaluation method will be derived from the baseline and endline data collection following the methods described in the Monitoring and Evaluation (M&E) Plan using a mixed method (quantitative and qualitative - key informant interviews [KIIs] and focus group discussions [FGDs] with external project stakeholders).

**The quantitative methods** will be consistent with the requirements described in the performance indicator reference sheets for the indicators that will be measured. Since Samaritan’s Purse will be using an external evaluator to lead the evaluation and the baseline/endline study will be internally conducted, Samaritan’s Purse will closely coordinate with an external evaluator to ensure that the methods used during the baseline/endline are taken into consideration in the evaluation design. The endline data will be provided which will help with the quantitative data needed. The consultant may decide to collect additional quantitative data.

For the different indicators, quantitative data will be collected using different methods, as set out in the indicator tracking table (ITT). These include administering a survey directly to the beneficiaries (Beneficiary-Based Survey [BBS]) or using Beneficiary-Based Monitoring. The BBS will be used to gather baseline and endline data.

**Table 3: Showing Different Quantitative Data Collection Methods**

|  |  |  |
| --- | --- | --- |
| **Sector** | **Beneficiary-Based Survey** | **Beneficiary-Based Monitoring** |
| Food Security | FS01, FS02, FS03 | N/A |
| Agriculture | A02, A10, A05 |  A12, A19 |

### Sampling Plan

#### **Sample frame**

A sampling frame shall be a list of all beneficiaries of an intervention or HHs within a given intervention area. For Agriculture, the sampling frame will be made up of all beneficiary farmers who will receive training or farm inputs from Samaritan's Purse due to BHA assistance. The primary sampling units (beneficiaries or HHs) will be selected according to the table below:

**Table 4: Sampling Frames for the Indicators Whose Data Will Be Collected Using Beneficiary or Population-Based Surveys**

|  |  |  |
| --- | --- | --- |
| **Intervention** | **Indicator** | **Target Group/Sampling Frame** |
| Food Security | FS01: Percent of households with poor, borderline, and acceptable Food Consumption Score (FCS) | Individual beneficiaries and targeted HHs participating in BHA Food Security activities |
| FS02: Mean and median Reduced Coping Strategies Index (rCSI) score |
| FS03: Percent of households with moderate and severe Household Hunger Scale (HHS) scores |
| Agriculture | A02: Number of hectares under improved management practices or technologies with BHA assistance | Individual beneficiary farmers and targeted HHs receiving training and agricultural inputs |
| A05: Percent of households with access to sufficient seed to plant |
| A10: Number and percent of hectares protected against disease or pest attacks |
| A12: Percent of individuals who received training who are practicing appropriate crop protection procedures |
| A19: Number of kilograms of aquatic resources (fish) harvested |

#### **Sampling Strategy**

A two-stage cluster sampling strategy will be employed to collect indicator data from Tables 3 and 4 above, as follows:

* In the first sampling stage, villages will be randomly selected using probability proportional to size (PPS).
* In the second sampling stage, HHs to be surveyed will be chosen from the selected villages using systematic sampling.
* To address the precision level (intra-cluster correlation) associated with cluster sampling, more clusters will be sampled, with a smaller sample of each village (cluster).

The sample size for point estimates of indicators expressed as a proportion (percentage) will be calculated using ***Tab 3 of the Feed the Future Sample Size Calculator.[[15]](#footnote-16)***

**Table 5: Sample Size Calculations for Point Estimates of Indicators Expressed as a Proportion**

|  |
| --- |
| **For example, Indicator W27: Percent of households reporting satisfaction with the quantity of WASH NFIs received through direct distribution (i.e., kits), vouchers, or cash** |
|  | **Two-stage cluster sampling** |
| Estimated proportion at time of survey\* | 0.5  |
| Margin of error\*\*  | +/- 6% |
| Confidence level (two-sided z-value) | 95% (1.96) |
| Design effect | 2 |
| Initial sample size | 342 |
| Non-response adjustment | 10% |
| **Final sample** | **380**  |

*\*The exact proportion, if is known, will be used, depending on the indicator.*

*\*\*The margin of error will be adjusted accordingly within the recommended range of 5-10%.*

The sample size for comparing indicators (baseline and endline) expressed as a proportion (percentage) will be calculated using ***Tab 1 of the Feed the Future Sample Size Calculator.[[16]](#footnote-17)***

**Table 6: Sample Size Calculations for Comparing Indicators (Between Baseline and Endline) Expressed as a Proportion**

|  |
| --- |
| **For example, Indicator A05: Percent of households with access to sufficient seed to plant** |
|  | Two-stage cluster sampling |
| Estimated proportion at baseline\* | 50% (0.5)  |
| Expected proportion at endline\* | 40% (0.4) |
| Effect size (expected change)\*\* | 10 percentage points |
| Confidence level (one-sided z-value) | 95% (1.64) |
| Power level (z-value) | 80% (0.84) |
| Design effect | 2 |
| Initial sample size | 610 |
| Non-response adjustment | 10% |
| Final sample | 678 |

*\*The proportions will change depending on the indicator. Additionally, given the indicator, the direction of the change may be positive or negative.*

 *\*\*The expected change may be more or less than 10 percentage points, depending on the indicator.*

The sample size for each indicator for a given sector will be calculated using the ***“Feed the Future Sample Size Calculator."*** The largest sample size generated will be used.

The requirements for analysis and disaggregation will be guided by the ITT for quantitative indicators. The analysis plan will be developed in tabular form linking each indicator to the indicator disaggregation. The various levels of disaggregation for each indicator will guide the analysis plan, i.e., the types of data to be analyzed to report on each indicator in the ITT. The indicator data will be analyzed and presented in the units specified under the units of measurement in the ITT. Statistics (numerical descriptions of the data) will be generated and figures used to provide a visual presentation of the data. Bar graphs will be used to show the number (and/or percentage) of participants in each category. Tables will also be used to present the data in a more simple but meaningful manner to help interpret and choose the right action plan.

For quantitative surveys at endline, SPSS, Stata, and Excel statistical packages, among others, will be used to conduct statistical analyses. The hypothesis to be tested shall be:

Hypothesis: Difference in proportions

H0: P2 – P1 < 0 Vs. HA: P2 – P1> 0

Where P1 is the proportion at baseline and P2 is the proportion at endline

The test for two independent samples with discrete outcomes (Pearson’s Chi-square test) will be conducted with a significance level of 0.05 to assess whether the difference in proportions is statistically significant. The same data collection tools, the same level of statistical accuracy and the same statistical power as at baseline will be used in the endline survey. The baseline proportions and non-response levels will be used in the sample size calculation at the endline.

**The qualitative evaluation method** will employ the most appropriate data collection strategies from the following approaches: semi-structured interviews, KIIs, FGDs, and direct observations. A variety of stakeholders will also be consulted.

Data collectors will be trained on what to record while observing, and on probing using the interview guides. The FGDs will be conducted with 8-12 people purposefully selected based on the following characteristics: knowledge of the study objectives and interactions with project activities, using FGD guides. The KIIs will be conducted with community leaders (payam administrators) and government officials (the Relief and Rehabilitation Commission) using KII guides. The KIIs will also be conducted with Samaritan's Purse senior management and Agriculture technical staff to gather their experience in project implementation. The FGDs will be conducted in each of the targeted implementation areas, for each sector and respective gender groups.

**Table 7: Focus Groups by Location**

|  |  |  |  |
| --- | --- | --- | --- |
| **Location** | **Group Type** | **Total FGDs** | **Total Individuals** |
| Mayom | Male | 1 | 8-12 people |
| Female | 1 | 8-12 people |
| Mayendit | Male | 1 | 8-12 people |
| Female | 1 | 8-12 people |
| Maiwut | Male | 1 | 8-12 people |
| Female | 1 | 8-12 people |
| **Total** | **6** | **48-72 people** |

For qualitative data, a number of techniques will be used to generate the themes that can be linked directly to help answer evaluation questions. A variety of statistical packages will be used for analysis such as NVivo or Atlas.ti, or manually linking the themes to the evaluation questions.

### 5.2 Evaluation Limitations

* As this is an 18-month project, we will not be able to conduct an evaluation/endline in the same period during which the baseline data (August-September 2022) will be conducted. These seasonal/periodic differences can affect indicator data for agricultural production and Food Security. To mitigate this effect, we will conduct the final evaluation/endline (February-March 2024) closer to the season in which the baseline data was collected.
* Performance evaluations generally lack a rigorously defined counterfactual and therefore do not provide answers to questions about the amount of change attributable to an intervention, where other factors are likely to have influenced the variable in question. To address this limitation, the evaluation will focus on exploring the reasons why Samaritan’s Purse was or was not effective via OECD-DAC analysis of effectiveness and relevance.
* The endline survey will be internally done by Samaritan’s Purse. The endline will not be completed by the time the evaluator starts their work; therefore, the evaluator should provide creative ways to meet the evaluation deliverables.

## 6. Evaluation Timeline and Deliverables

The evaluation will be conducted in February- March 2024 (closer to the season in which the baseline data was collected), covering the activity’s life, and the evaluator will provide a final written evaluation report and raw datasets to Samaritan’s Purse by May 15, 2024.

The evaluator will be expected to provide a written evaluation work plan, description of understanding of evaluation questions along with data collection and analysis tools prior to the commencement of the evaluation. Upon completion, a final evaluation report will be written and submitted along with data sets. All documents are to be written in English. The documents are expected to contain the following:

1. An evaluation work plan:

i. Expectations of evaluation

ii. Evaluation methods

iii. Evaluation framework

iv. Data collection and analysis tools

v. Reporting

vi. Work scheduling

vii. Detailed evaluation budget

2.An evaluation report including the following information:

1. **Table of contents**
2. **Abstract**
3. **Acronyms**
4. **Executive summary**
* Evaluation purpose and evaluation questions
* Background
* Evaluation design, methods, and limitations
* Findings, conclusions, and recommendations (if applicable)
1. **Evaluation purpose and evaluation questions**
* Evaluation purpose
* Evaluation questions
1. **Background**
2. **Evaluation methods and limitations**
3. **Findings, conclusions, and recommendations**
* Findings
* Conclusions
* Recommendations
1. **Annexes**

Annex i: Timeline

Annex ii: Evaluation statement of work

Annex iii: Evaluation methods and limitations

Annex iv: Data collection and analysis tools

Annex v: Sources of information

Annex vi: Disclosure of any conflicts of interest

Annex vii: Evaluation team members

Annex viii: Statements of difference

Annex ix: [Any other, specify---]

3. All collected quantitative and qualitative data should be submitted along with the report, as well as raw data that has been analyzed.

4. Below is the proposed activity schedule:

**Table 8: Activity Schedule**

|  |  |
| --- | --- |
| **Activity Schedule** | **Date where applicable** |
| *Submission of application of bid.* | ***January-February 2024*** |
| *Consultant to submit evaluation methodology plan and assessment tools to be reviewed by the M&E Program Manager, Learning and Strategy Director and International Headquarters (IHQ) technical staff before contract signature and commencement of the Assessment.* | ***February 2024*** |
| *Assessment to be conducted.* | ***March 2024*** |
| *The Consultant will meet with the M&E Manager in Juba before the assessment commences at the field level. During implementation, the Consultant will keep in regular contact and will meet with the M&E Manager, Learning and Strategy Director and Samaritan's Purse South Sudan country team once the preliminary results have been shared.* | ***February 2024-April 2024*** |
| *Data sets and a preliminary report must be submitted and presented to Samaritan's Purse within two weeks of assessment completion. All recommendations, comments, and questions from Samaritan's Purse must be addressed for the final report and data set to be considered finalized.*  | April 2024 |
| *The Consultant will respond to questions/comments on the preliminary results from the M&E Manager, Learning and Strategy Director and IHQ technical staff.* | April 2024 |
| *The final report and the complete data set should be submitted electronically to the South Sudan Samaritan's Purse team.**The Samaritan's Purse IHQ staff will be involved in review and approval of all documents, including the survey methodology produced by the Consultant. In addition, IHQ will provide technical guidance and final approval of the Consultant hired. All recommendations, comments, and questions from Samaritan's Purse must be addressed for the final report and data set to be considered finalized.* | ***April 30, 2024*** |
| *The final report and full data set must be submitted to Samaritan's Purse.*  | ***May 15, 2024*** |

## 7. Evaluation Findings Dissemination

The draft evaluation findings will be shared with the beneficiaries, implementing staff, and stakeholders from the intervention sites (local and government leaders). Their feedback will be used to enhance the evaluation findings and ultimately the evaluation report. In addition, the draft findings will be disseminated to the South Sudan Sector Clusters (WASH, Health, and Food Security). Feedback from the different clusters will be used to finalize the report. The final report will be shared with local government and community leaders and different clusters, and will be published on the Relief Web.

## 8. Evaluation Team Composition

The evaluation will be conducted by an external team leader who will be responsible for leading the evaluation exercise including drafting the final evaluation report. The evaluation team leader must demonstrate extensive experience in conducting evaluations in sub-Saharan Africa, demonstrating technical/methodological expertise in the various sectors of implementation - preferably Agriculture, livelihood recovery, Food Security and cross-cultural themes such as gender and protection. S/he should demonstrate experience with local markets and resilient evaluation design. S/he must be a graduate in economics, business administration, international development or any research related field, with an MSc/MBA preferred. The evaluator should possess strong cross-cultural communication skills with previous experience of working in a cross-cultural setting with an ability to respond to comments and questions in a timely, appropriate manner. S/he should have prior field implementation and project management experience. S/he should have a minimum of 15 years of experience in Agriculture and livelihood related research. The external evaluator will be supported by Samaritan’s Purse national and regional staff in the logistics arrangements, ensuring that the evaluation is technically rigorous and provides contextual and project information.

## 9. Reference Documents

The evaluation team will be provided with the M&E plan, ITT, an activity implementation plan, and maps to describe geographic areas of operation and/or target beneficiaries.

1. **Payment Schedule**

The Consultant will need to submit a clear bid in USD ($) indicating the costs for the assessment. The budget should include ALL related expenses and costs that the Consultant should incur including consultant fee, and any other support staff/ enumerators required. Any international flights in and out of South Sudan, visa and registration fees required should also be included as well as transport and accommodation for duration of stay in Juba.

The table below provides some figures as a guide.

|  |  |
| --- | --- |
| Single entry Visa (Kenyan, Tanzanian and Ugandan nationals exempted) | 125 USD for other African nationals and 175 USD for European nationals |
| Registration fee (required for non-South Sudanese) | 35 USD |
| Hotel (B&B) per night (Full board) | 90-120 USD |
| Basic Enumerator | 10 USD per day per enumerator |

Other Items that need to be included in the budget but will be provided by Samaritan's Purse:

* Food and lodging at the Samaritan's Purse bases
* Transport in field locations
* Internal flights to and from Juba to different field locations

In the bid proposal, the Consultant must clearly itemize the relevant costs so it is clear how the total cost/budget has been determined. Once an agreement has been made, any additional costs that the Consultant should incur above and beyond what was stipulated in the bid will need to be covered by the Consultant.

1. **Agreement of Terms**

Samaritan’s Purse reserves the right to terminate the agreement at any point based on lack of access due to insecurity or non-performance of contract, in which Samaritan's Purse would reimburse for the services provided to date. Compensation for the deliverables outlined in this TOR will be paid on the following schedule:

* 25% upon signing of contract once work plan, methodology and tools have been approved by Samaritan's Purse
* 25% after field data is collected and the consistency and quality in the dataset is verified by Samaritan's Purse
* 50% upon submission of final report once it has been approved by Samaritan's Purse IHQ

According to South Sudan’s Taxation Amendment Act 2016, the South Sudan government requires outside contractors of an institution to undergo tax at a rate of 15% for each payment made regardless of whether they are a resident or not. Therefore, Samaritan's Purse will deduct 15% from each payment made to the contractor.

1. **Data Ownership and Confidentiality**

All datasets and documents remain the property of Samaritan's Purse, and are under the strictest confidence. The data sets and documents specific to Samaritan's Purse must not, under any circumstance, be shared with a third party without the prior agreement of the Samaritan's Purse.

1. **Summary**

This is an open and competitive selection process. The successful candidate will be selected following the review of each bidding Consultant’s proposal documents. These must be submitted to SP [[17]](#footnote-18) no later than **20 February 2024** and are to include the following:

1. A cost analysis bid broken out by cost per line item.
2. A short 2-5-page inception report demonstrating clear understanding of the assignment including evaluation questions and study methodology, logistics plan, and work schedule.
3. An example of the consultant’s past work, such as a written evaluation report
4. A minimum of two written references
1. https://gho.unocha.org/south-sudan#:~:text=Humanitarian%20and%20protection%20needs%2C%20especially,lack%20of%20access%20to%20schools. [↑](#footnote-ref-2)
2. https://reliefweb.int/report/south-sudan/echo-factsheet-south-sudan-last-updated-07022022. [↑](#footnote-ref-3)
3. Ibid. [↑](#footnote-ref-4)
4. https://reliefweb.int/report/south-sudan/south-sudan-humanitarian-response-plan-2022-march-2022. [↑](#footnote-ref-5)
5. HNO Overview – South Sudan, 2022. [↑](#footnote-ref-6)
6. Mayendit Inter-Agency Flood Assessment, August 2022. [↑](#footnote-ref-7)
7. FEWSNET. (2018). Livelihoods Zone Map and Descriptions for the Republic of South Sudan (Updated). [↑](#footnote-ref-8)
8. CSRF County Profile:
https://www.csrf-southsudan.org/county\_profile/mayom/. [↑](#footnote-ref-9)
9. Ibid. [↑](#footnote-ref-10)
10. Humanitarian Needs Overview – 2022. [↑](#footnote-ref-11)
11. FEWSNET. (2018). Livelihoods Zone Map and Descriptions for the Republic of South Sudan (Updated). [↑](#footnote-ref-12)
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17. Please send submission documents to: SouthSudanSealedBid@Samaritan.org [↑](#footnote-ref-18)