



Terms of Reference (TOR) for the ‘Support to the Livelihoods Recovery, Reintegration and Resilience of conflict affected IDPs, returnees and host communities in Eastern Equatoria, South Sudan Project’ Endline Evaluation.

1. Introduction

This document provides the Terms of Reference for the external evaluation of the German Federal Ministry for Economic Cooperation and Development (BMZ) funded “Support to the Livelihoods Recovery, Reintegration and Resilience of conflict affected IDPs, returnees and host communities in Eastern Equatoria State, South Sudan Project” running from 15th September 2019 to 31st August 2022.

2. Project Background

Exacerbated by severe economic crisis, armed conflict compounded by localized ethnic clashes in South Sudan have resulted in humanitarian and disruption of development efforts. However, the renewed Peace Agreement and Implementation of the Transitional of National Unity (TGNU) provides a scope for holistic interventions in the short, medium and long term. Among those areas affected by the crisis are counties of Eastern Equatoria State, which proposed through this action. As per IPC projection to July 2020, 41% of the population are in state of crisis and emergency situations. Because of a combination of such, complex and interlinked causes the food insecurity situations in these areas; show an increasing trend reaching catastrophic levels. the crisis is manifested by massive displacement, low agricultural production, disruption of markets and soaring of food prices, which have eroded people’s purchasing power, and lack of access to and disruption of humanitarian assistances. The displacement tracking matrix (DTM March 2020) report shows that over 100,000 people displaced from Eastern Equatoria and their livelihoods and access to social services extremely disrupted, thus severely undermining food security in the State. Women and girls made up 58 per cent of the returnee population. Among the severe problems are acute malnutrition (above emergency threshold of GAM 15%) and high prevalence of chronic malnutrition with stunting rate of 31%.

It’s against this backdrop that the proposed project, funded by German Federal Ministry of Economic and Development Cooperation (BMZ), employs a multi-sectoral model that addresses critical needs of target communities (IDPs, returnees and host communities) in the short term, while investing in medium and longer-term food security and livelihoods in target areas. The project employs the rights based transitional aid Programme approach with direct service delivery as a primary entry point given the protracted nature of the crisis, with an aim to strengthen systems and structures and build constituencies for sustainable food security and livelihoods. This intervention logic conforms to BMZ’s development-oriented response strategy and focus of this call-in support of crisis affected

populations in meeting their immediate hunger gaps while looking to improve medium and longer-term food and nutrition security and resilience building.

The project seeks to address the major drivers of food insecurity and associated impacts in the target areas at community, household and individual level through improving food security, boost household incomes and kick-start community recovery, ultimately contributing to inclusive growth and resilience in target areas.

3. Project Goal:

Food security and resilience of IDPs, returnees and host communities in Eastern Equatoria have sustainably improved.

4. Overall Project Objective:

To save lives, protect livelihoods, enhance food production and strengthen the resilience of vulnerable communities by building their coping capacity.

5. Project Outcomes and Expected Results:

Outcome 1: Improved production among households living of agriculture and livestock.

Expected Results:

Result 1: Households food and income sources diversified, disposable income increased, nutrition status improved through supporting nutrition sensitive agricultural practices including livestock, high potential agro-business and value chain as alternative and complementary livelihood strategies:

- **Result 1.1**

Poor vulnerable households and their families benefit from nutrition sensitive agriculture practices to improve and diversify their income and diets and hence reduce malnutrition.

- **Result 1.2**

Efficiency of potential agro-business and value chains improved as alternative and complementary livelihood strategies through trainings, start-up inputs and capital and linkage to potential markets.

- **Result 1.3**

Communal assets rehabilitated, accessed and utilized sustainably.

- **Result 1.4**

Pastoral livelihood assets protected and milk availability for children improved.

- **Target group:**

Activity	Number of people / reached
Emergency Livelihoods Inputs	4000 Households
Cash Transfer	329 Households UCT + 1,267 Households CCT
Livestock activities	5,006 households

Outcome 2: Youths have diversified their income through engaging actively in business skills trainings and/or access to credit.

Expected Results:

Result 2: Youth livelihoods and economic opportunities improved through skills training opportunities and livelihoods support.

- **Result 2.1**

Youth's employability and economic status improved through opportunities for skills development, and support to gain access to sustainable employment and livelihood opportunities.

- **Result 2.2**

Youth entrepreneurship and enterprise in sectors with the greatest potential created through provision of start-up tools/equipment or materials and credit grantee.

- **Result 2.3**

Strengthening the capacity of TVET centres and private institutions.

- **Target group:**

Activity	Number of people / reached
Training	244 Youth
TVET Colleges	36 Youth training facilitators

Outcome 3: Prevalence of Acute malnutrition and stunting reduced.

Result 3: To reduce prevalence of acute malnutrition and stunting among children underfive years, pregnant and lactating mothers through an integrated CMAM and MIYCN approaches.

- **Result 3.1**
Mortality and morbidity of under-five children reduced through increased and equitable access to and utilization of nutrition services (Acutely malnourished children have access to adequate treatment).
- **Result 3.2**
Improved maternal, infant and young child feeding practices among PLW and caretakers through effective behavior change communication interventions.
- **Result 3.3**
Capacity of nutrition sites strengthened for provision of quality CMAM and IYCF services.
- **Result 3.4**
Promotion of nutrition sensitive interventions strengthened.

- **Target group:**

Activity	The number of people / reached
Nutritional facilities	27
Malnourished children	4175 (6 – 59 months)
Child Protection	Integrated

6. Purpose of the Evaluation

To inform SCI, the donor and other project stakeholders on the result of implementation, i.e. the delivery of planned outputs, outcomes and impact as well as the extent to which the project achieved the respective objectives whilst highlighting the enabling factors and challenges encountered during implementation. The endline evaluation will also provide a basis for identifying appropriate actions to address challenges in project implementation and management for any scaling up, replication, and/or continuation. In addition, to review how the project has delivered effective, efficient, relevant and timely activities to beneficiaries as set out in the project Logframe.

The following specific objectives will be pursued by the evaluation consultant; -

- a) Assess the relevance, effectiveness and efficiency of the project implementation strategies with emphasis on; - community needs at the time of project design, results as articulated in the Logframe, cross-cutting issues of gender, disability inclusion and community structure capacity building, the context in which the project was operating and its influence on project successes and/ or failures.
- b) Assess the extent to which the project achieved its objectives with special emphasis on the outcomes and impacts including most significant changes attributable to the project.
- c) To document lessons learned and success stories from the project and make recommendations for future strategies.



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- d) Determine the synergies of the project with other partners implemented projects within the geographical area and the coordination with other stakeholders and make a valid recommendation aimed at achieving greater synergy in the future.
- e) To inform resource allocation for future round of proposals, as well as inform decisions on scaling-up, replication, and / or continuation, and test exit strategy taking into consideration institutions and project synergies in the implementation area.

7. Scope of the Evaluation and Methodology

Save the Children have a contractual obligation to ensure the realization of the evaluator consultant. The evaluation shall cover the entire project period from 15th September 2019 to 31 August 2022. The evaluation will be conducted in the two counties of **Kapoeta East** and **Lopa/Lafon** of Eastern Equatoria State, South Sudan.

Save the Children recommends a mixed method approach. The proposed approaches could include or extend beyond cross-sectional household surveys, documents review of relevant reports (primary and secondary), pictures, videos, case studies, observation, Key Informant interviews (KII), Focus group discussion (FGD), and any other appropriate techniques and should include detailed data on target beneficiaries.

It is important to reiterate that the proposed evaluation techniques should explicitly demonstrate how cross-cutting themes such as protection, child safeguarding, gender and disability shall be integrated across the evaluation modalities and acted upon throughout, and that emphasis put on the meaningful participation of the most vulnerable groups and other key stakeholders in the design and implementation processes.

8. Evaluation Questions

In line with SCI Evaluation Guideline, the evaluation will utilize the OECD DAC evaluation criteria. The evaluation will assess the project's achievements in terms of its Relevance, Effectiveness, Efficiency, Impact, Coherence, and Sustainability. This evaluation is therefore expected to provide answers to the following evaluation questions and document the lesson learnt:

Relevance:

- Were the objectives and activities implemented by the Support to the Livelihoods Recovery, Reintegration and Resilience of conflict affected IDPs, returnees and host communities in Eastern Equatoria State project addressing the humanitarian needs of the target locations?
- How do beneficiaries perceive the project in terms of addressing their core needs?
- How well has the project addressed the core problems elaborated in the project document approved by the donor?

- To what extent does the BMZ project address the identified needs of the youth, women, children and men in the implementation area?
- How well does the BMZ project goal and objectives align with the Government of South Sudan and the German Federal Ministry of Economic and Development Cooperation (BMZ) development priorities?

Effectiveness

- To what extent have the planned objectives in the project Logframe been reached?
- To what extent have the project activities contributed to the project overall 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?
- How effective has the project approach with beneficiaries, including the related community structures, and other stakeholders been, in delivery of the project activities?

Efficiency

- Were the project activities implemented in a cost-effective way? While not compromising on quality?
- How efficient was the delivery of the project activities not only in terms of expenditure, but also in terms of implementation of activities and delivery of outputs?
- What would have been the 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

- Are there any success stories of positive change at household or community level?
- What changes, positive or negative has the project made to the beneficiaries in terms of economic, social and cultural?
- How have the project activities implemented improved on the lives of the targeted beneficiaries?
- What changes has the project activities implementation made to the beneficiaries' community in terms of institutional policies and practices, extension systems, and markets?

Timeliness

- Was the project design timely in responding to the needs in the project area?
- Were the activities timely implemented in comparison to the work plan?
- To what extent has collaboration between the BMZ project and line Ministries and the other stakeholders contributed to timely coordination of logistic activities and processes?

Sustainability

- What mechanisms have SCI and partners put in place in order to sustain the key project outputs and outcomes?
- What strategies are in place for the sustainability of the project? Are the strategies being implemented?
- What participatory approaches were used to collaborate with youth, children, women and men in the target locations? What was successful, what was not successful? What are the lessons learnt?

Coherence

- To what extent is this intervention coherent with the other interventions which have similar objectives in the area?
- To what extent is the intervention coherent internally?
- To what extent were the activities of the project complementary to the work of other stakeholders?
- To what extent is the intervention coherent with the wider German Federal Ministry for Economic Cooperation and Development (BMZ) policy?

9. Key target groups and stakeholders

The evaluator consultant should plan to include (but not limited to) the following key target groups, stakeholders and direct beneficiaries in the evaluation; -

- ✦ Direct project beneficiaries (Agro-pastoralists, farmers, traders, livestock keepers, women, and youth).
- ✦ Local authorities (County Commissioners, Chiefs) and other community leaders (women, youth, traditional, faith-based)
- ✦ Government line Ministries, Commissions (State, County, and Payam levels; Ministry of Agriculture and Forestry, Ministry of Livestock and Fishery, Ministry of Cooperatives and Rural Development, and Ministry of Humanitarian Affairs and Disaster Management. ✦ Save the Children BMZ project implementation staffs.
- ✦

10. Evaluation Approach

To accomplish the work, the consultant is expected to 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 hold a joint consultative/planning meeting with project staffs, program briefings by Project management staffs in line with the Logframe, project document, and the country strategy.



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- ✦ Work with Support to the Livelihoods Recovery, Reintegration and Resilience of conflict affected IDPs, returnees and host communities in Eastern Equatoria State Senior project Managers, sector Technical specialists, Head of MEAL to develop questionnaires, prepare the sample size, identify, and train the survey enumerators on the use of Mobile Data Collection tools (Tablets/Mobile Phone), survey questionnaires and methodology.
- ✦ The communities to be visited will be chosen from the beneficiaries list based on the different types of activities that have been implemented in that particular community in order to ensure convincing assessment of project sites accessibility, cost effectiveness, ability to mobilize the respondents with the required consultancy period.
- ✦ Using the 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 includes the VSLA group members, members of MtMSG, Community Animal Health Worker (CAHW), Community-based Boma Project Management Committee members, Government representatives, and special interest groups within the community. Secondary data from previous reviews, progress reports, proposals, and other related documents will be considered.
- ✦ A debrief session will be held with the program staffs at the end of the field visit both at in the field offices and in Juba Office. The debrief will provide a summary of the outcome of the evaluation.
- ✦ Preparation of a detailed end of project evaluation report including lessons at each outcome level. The report should contain detailed values for all project indicators at impact, outcome and output levels with a table detailing these values presented in a matrix. This should also be included in part of the executive summary of the report.
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11. Expected Deliverables/Outputs of the Evaluation

1. Inception Report

The consultant will develop a detailed inception report incorporating the conceptual framework of the evaluation, stating the key evaluation questions and methodology, including information on data sources and collection, preferred sampling methodology, and key indicators. The inception report should also include timeline for the evaluation of the project and drafts of the data collection tools.

2. Data collection tools

The consultant working in consultation with BMZ Project Management and technical specialist is expected to develop and present the first draft of the data collection tools (Qualitative and Quantitative data tools).

3. Raw data

The consultant will also be required after completion of the data collection process and analysis to present the raw data (Quantitative data presented in form of analyze excel sheet and qualitative data presented in words documents for possible future use).

4. Preliminary Reports

The consultant will be required to organize a one-day presentation of the first draft report, validation workshop with SCI staffs including key stakeholders, relevant government department from the field office and at Juba upon completion of the data collection processes.

5. End of Project Evaluation Report

Preparation of detailed end of project evaluation report. The evaluation report will benchmark with the project baseline report clearly having a comparative analysis of the key indicators and lessons. The final evaluation report will have to comply with the format and answers all the evaluation questions.

6. Documentation of most significant change stories

The consultant will document and present the success stories, one per location (Lopa/Lafon and Kapoeta East County).

12. Reporting

The consultant will be required to report on a regular basis to the BMZ Senior Project Manager, and the Head of MEAL on the progress of the evaluation exercise as they will have the overall responsibility of the exercise.

13. Roles and Responsibilities

13.1 Responsibilities of the Consultant:

The consultant is required to perform the following tasks:

- Develop questionnaire and install them onto the tablets/smart phones after approval by the SCI technical team.
- Prepare the sample of the survey
- Conduct training of the survey enumerators, and pilot test the survey tools.
- Training enumerators on use of the Mobile data collection tools, survey questionnaires and methodology.
- Checks for data quality conducted throughout the data collection exercise.
- Complete data sets for target locations.
- Conduct data analysis and report write up.
- Collation of inputs from Programme staffs and finalization of recommendations.
- Produce the finalized End of Project Evaluation report.
- Share the raw data including documents, pictures, charts, vidoes, audios

13.2 Responsibilities of Save the Children International (SCI):

- Provide/assigned staffs (Head of MEAL, Sector Technical Specialists in Juba and Senior Project Manager, Project team leads, MEAL Officers in field locations) for coordination and planning of the survey.
- Provide flights to and from field locations.
- Support in facilitating consultation meetings with the relevant county offices and other relevant stakeholders including the TVET centers.
- Provide beneficiaries list for sampling for the target locations. - Provide vehicles to facilitates the data collection processes.
- Provide accommodation for the consultant while in the field
- Recruitment of survey enumerators (Senior Project Manager, Project sector leads, and the MEAL Officers) in the target location will provide additional support in recruiting during the survey exercise.
- Provide materials for training of survey enumerators (flip chart, notebooks, marker pens, projector and training space).
- Provide incentive for enumerators during trainings and data collection processes.
- Facilitate the pilot process of the questionnaire after enumerators trainings.
- Provide relevant security briefings and organize travel permits if required for international consultant.

14. Timeframe

The total duration of the assignment not take more than 30 days including travel and final reporting which counts from the day of signing of the agreement. The timeframe assumes data collection with electronic handsets, and as such does not include time for data entry. The consultant should indicate a breakdown of timeframe showing the detail work plan and expected dates of each major activity. The overall work should be completed in not more than 30 days including the final approved report for the end of project evaluation.

15. Terms and Conditions

SCI will cater 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 all cost related to COvid-19 and visa cost if applicable.

Professional fees: Interested consultants are expected to provide a budget for the evaluation exercise. SCI will consider proposal that are within the approved rates as per its policy of professional fees.

Tax and Insurance: **15%** Income tax payable to the GoSS shall be deducted from the consultant's fee during payment. This should be clearly indicated in the financial report.



The payment modality will be **30%** in advance upon submission of an approved inception report following the signing of the contractual agreement, **40%** upon submission and presentation of the first draft report to the review panel members at Juba level, and the remaining 30% upon successful completion of the assignment as per the agreement.

All raw data collected, and reports generated will remain the property of Save the Children International and the consultant will have no rights of ownership after the end of the survey exercise.

16. Management Structure

The Commissioning Manager (or the Principal Contact person) on behalf of Save the Children International is David Solomon Adwok with support from sector Technical Specialists. The Commissioning Manager will be responsible to manage the contract, provide coordination and other supports to the review team (especially for the field work), and facilitate payments. The FSL, Nutrition and Child Protection Specialists will provide technical support on the review of the methodology, and instrument design, and data collection processes.

In the review process, the Head of Program Implementation and Field Office Manager will provide the necessary support to the review team and will closely monitor the review process during the field work.

17. Level of Access to Children

The consultant will have access to the children and women in the field locations while discussing their needs and interests in the schools, and at the communities. It is therefore necessary that the consultant and enumerators must have clear understanding on and abide with Save the Children International Child Safeguarding Policy.

18. Guiding Principles and Values

Adherence to Save the Children International's Code of conduct, Child Safeguarding practices and confidentiality when interviewing or photographing children. Gender mainstreaming is key to Save the Children and the donor; therefore, the lead consultant will have to ensure that the evaluation team is gender balanced, ensuring that females are available to interact with female beneficiaries and vice versa. The consultant will also consider the principles of impartiality, independence, objectivity, participation, collaboration, transparency, reliability, privacy, and utility throughout the process. The list of enumerators should be annexed to the report.

19. Required Qualification and Experience

The successful consultant should;

- Have relevant academic background with at least MSc or equivalent in the field of Agriculture, Public Health, Development Studies, Economics, Social Sciences, Rural Development, Nutrition, Qualitative and Quantitative Research Studies, Monitoring and Evaluation with at least five years of experience in conducting similar research in Food Security and Livelihoods, Nutrition, Child Protection, with a specific competency in Humanitarian emergencies setting.
- Be familiar with the use of mobile data collection tools (KoboCollect, ODK, etc.) and able to upload and manage cloud data as required by SCI.
- Be fluent in English with excellent writing and presentation skills.
- Previous knowledge and experience in evaluation of similar action of similar scopes – both international and national in Livelihoods programming including Social Protection, Disaster Risk Management Policy and related works; and a good knowledge of gender and child participation.

Desired

- Previous experience in South Sudan of similar assignment is of added advantage.

All applicants should present separate **Technical** and **Financial proposals** in their applications:

Technical Proposal:

The technical proposal should include;

- ✦ Brief explanation about the Lead and Associate Consultants with particular emphasis on previous experience in this kind of work.
- ✦ Understanding of the TOR and the task to be accomplished.
- ✦ Draft work/implementation plan.
- ✦ Copies of reports of previous work conducted.
- ✦ Resume(s) and 3 references.

Financial Proposal:

- ✦ Should contain an overall bid value and detailed itemized cost breakdown for accomplishing the evaluation exercise.

20. The Evaluation Criteria

Save the Children International will use its internal guidance, checklists and an interview process to select the successful consultant. The guidelines require the consultant to submit a proposal explaining their comprehension of the ToR, and how they would approach this assignment with a summary of their methodology especially in terms of how they plan to meet the objectives, including a time planning and budget.



This should include a team composition with a Lead Consultant and at least one other experienced evaluator and CV of each person to be involved in the assignment, including relevant experience, detailed budget and time availability.

21. Submission of Bid Document/Proposal

Interested applicants should request for the Tor through: juba.procurement@savethechildren.org and submit application by email to: Southsudantenders@savethechildren.org

The application email should **indicate on the subject line the Job title**; BMZ End of Project Evaluation.

Dateline for submission is 5:00 PM on 8th July 2022