

Terms of Reference

End of Project Evaluation for CDP-Local Response Pooled Fund (LRPF) Project.

Project Background

The Local Response Pooled Fund (LRPF) provided a funding modality centered on the needs of affected populations through information sharing and communication, consultations including feedback mechanisms, participation of the affected population in identifying needs, design of interventions, implementation, and evaluation.

The model delivered relevant, effective, and mutually accountable humanitarian and development assistance by optimizing the strengths and capabilities of **fourteen (14)** national organizations in collaboration with Save the Children International (SCI). These partners received grants of up to **USD 525,770** aimed to address the Integrated Humanitarian Assistance focus of the LRPF. This was followed by capacity-building training organized by the LRPF secretariat that equipped them with knowledge and skills in project planning, implementation, and reporting.

Goal of the study

The goal of this study is to assess whether the project successfully enhanced the participation and leadership of women and youth in humanitarian interventions, achieved its intended objectives, and strengthened community resilience.

Objectives of the study

1. Assess whether the project achieved its goals related to enhancing the participation and leadership of women and youth-led local and national actors in humanitarian interventions.
2. Determine the extent to which the project's outcomes and outputs, such as improved local capacity and established DRR strategies, were accomplished.
3. Analyze the short-term results of the project on community resilience and adaptive capacity, including the effectiveness of capacity-building activities and anticipatory action plans.
4. Assess how well the project integrated with and complemented ongoing interventions and the effectiveness of collaboration among stakeholders.

Scope of the study

Geographical scope

The evaluation will take place across both urban and rural areas that will be selected (as the implementation covers 7 States (Central Equatoria, Eastern Equatoria, Western Equatoria, Lakes, Northern Bahr El Ghazal, Upper Nile, Warrap) and 3 Administrative Areas (Abyei, Pibor and Ruweng), aiming to provide a thorough and comprehensive understanding of the local context.

Time scope

The study will be conducted within a period of one month.

Methodology

The evaluation will employ a qualitative approach, using various techniques to capture a comprehensive assessment of the project's effectiveness and impact. This methodology will include focus group discussions (FGDs) and key informant interviews (KIIs) to gather in-depth insights from different stakeholders.

Focus Group Discussions (FGDs) will engage:

- Beneficiaries (segmented by gender, age groups, and specific project activities)
- Community Leaders and Members
- Farmers' Groups (e.g., those who received agricultural seeds or bee farming equipment)
- Participants in trauma healing workshops and sports/cultural tournaments

Key Informant Interviews (KIIs) will be conducted with:

- Project Officers and Coordinators from the Implementing Partners (14 partners)
- Representatives from Save the Children International (SCI)
- Local Government Officials
- Community Chiefs and Elders
- Leaders of Women's Groups and Youth Centers
- Water Users Management Committee Members
- School Administrators from institutions benefiting from project interventions (e.g., sanitation facility renovations, provision of marram for schools)

Additionally, participatory observation and literature review will be undertaken to triangulate data and ensure a robust assessment process. This comprehensive qualitative approach will enable a thorough understanding of the project's implementation, challenges, and successes from multiple perspectives.

Study Design

To enhance gender sensitivity, data collection will primarily be conducted in single-sex groups. Focus Group Discussions (FGDs) with women will be facilitated and documented by female facilitators and note-takers, while FGDs with men will be led either by male facilitators and note-takers or by a mixed-gender team including at least one male member. The research team will undergo training on gender-sensitive data collection practices and will be acquainted with referral protocols to address any urgent needs identified during the assessment.

The following data collection approaches will be used in combination:

- a) **Focus Group Discussions (FGDs):** FGDs will involve 6-8 participants per group, employing participatory methodologies to facilitate peer discussions and gather data on anticipatory action. These discussions will be designed to elicit diverse viewpoints and experiences related to the project's impact and effectiveness.

- b) **Key Informant Interviews (KIIs):** KIIs will consist of one-on-one interviews between key informants and data collectors from Save the Children (SC). These interviews aim to collect detailed, in-depth information on the participants' perspectives, including insights into the project's implementation, challenges, and outcomes.

Sampling

This assessment will utilize a purposive sampling approach to gather data from key participants who were directly involved in the project. This approach was chosen to ensure that the evaluation captures the most relevant and insightful perspectives. By selecting individuals and groups with significant experience and knowledge related to the project's activities, we aim to obtain a comprehensive understanding of the project's outcomes, short term process, and challenges. This method allows for a focused analysis, ensuring that the findings are highly relevant to the project's objectives and provide meaningful insights into its effectiveness and sustainability.

Qualitative sample size

Category of respondents	Sampling techniques	Data collection technique	Total
Project Officers and Coordinators from the Implementing Partners	Purposive	KII	14
Representatives from Save the Children International (SCI)	Purposive	KII	2
Local Government Officials	Purposive	KII	3
Community Chiefs and Elders	Purposive	KII	10
Leaders of Women's Groups and Youth Centers	Purposive	KII	4
Water Users Management Committee Members	Purposive	KII	4
School Administrators from institutions benefiting from project interventions (e.g., sanitation facility renovations, provision of marram for schools)	Purposive	KII	4
Total			37
Farmers Groups-Seeds Distribution	Purposive	FGD	4
Community Members-WASH NFIs	Purposive	FGD	4
Community members-Purification Tabs	Purposive	FGD	4
Community Members-Hand washing Facilities	Purposive	FGD	4
Girls-MHM Kits	Purposive	FGD	4
Members trained on trauma Healing	Purposive	FGD	4
Total			24

Evaluation Questions

Effectiveness

1. Did the project achieve its intended outcomes and objectives?
2. Were activities completed on time and within budget?
3. What were the direct impacts on the beneficiaries as measured through quantitative data and qualitative feedback?

Reach and Coverage

1. Did the project effectively reach its target population and geographic areas?
2. Were all intended groups and locations adequately covered?
3. How accurate and comprehensive are the distribution and participation records?

Quality and Relevance

1. How satisfied were beneficiaries with the services provided?
2. Were the services relevant and aligned with the needs of the beneficiaries?
3. How do the services provided compare with beneficiaries' expectations and needs?

Challenges and Barriers

1. What operational and access-related challenges were encountered during the project?
2. How did logistical issues and resource constraints affect project implementation?
3. What barriers did beneficiaries face in accessing services, and what was the impact of these challenges?

Gender Sensitivity and Inclusiveness

1. How effectively were gender considerations integrated into the project design and implementation?
2. To what extent did diverse demographic groups participate in the project?
3. What was the impact of the project on different genders?

Community and Stakeholder Engagement

1. How effective were the community and stakeholder engagement strategies?
2. What was the level of community participation in project planning and execution?
3. What feedback do stakeholders have on the project's effectiveness and relevance?

Capacity Building and Training

1. How effective were the capacity-building and training efforts?
2. What improvements in skills and knowledge were observed among implementing partners?
3. How did training impact project planning and implementation?

Sustainability and Follow-up

1. What evidence is there of the sustainability of project outcomes?
2. What follow-up measures were implemented to ensure the continuation of benefits?
3. How effective are the monitoring mechanisms for supporting long-term impact?

Recommendations and Future Directions

1. What actionable recommendations can be derived from the evaluation findings?
2. What strategies can be proposed for improving future projects?
3. What policy changes or interventions are needed to address identified issues effectively?

Recruitment of enumerators

The study will be conducted using 8 enumerators conducting both the FGDs and KIIs. The survey teams will be selected from Maban County based on their academic achievement and previous experience in conducting similar surveys. The survey teams will be selected from Maban County based on their academic achievements, previous experience in conducting similar surveys, and their understanding of gender and inclusivity principles. Emphasis will be placed on recruiting a diverse team that includes individuals of different genders and backgrounds to ensure comprehensive and unbiased data collection.

Enumerator training

The survey enumerators will undergo a comprehensive training program for two consecutive days. The training will focus on the survey objectives, methodology, field procedures, interviewing techniques, and the utilization of tools. Additionally, the training will include modules on gender sensitivity, cultural competency, and ethical considerations to ensure that enumerators are well-prepared to oversee sensitive topics and diverse respondents with respect and inclusivity.

Analysis framework

Here is a summarized version of the analysis framework under each heading:

- Evaluate if the project achieved its intended outcomes and objectives. Assess whether activities were completed on time and if the project met its goals. Measure the direct impact on beneficiaries through quantitative data and qualitative feedback.
- Determine if the project effectively reached its target population and geographic areas. Analyze the number and demographics of beneficiaries served, ensuring all intended groups and locations were covered. Review distribution and participation data for completeness.
- Assess the quality of the services provided and their relevance to the beneficiaries' needs. Gather feedback from beneficiaries on their satisfaction and the appropriateness of the services. Compare service delivery with beneficiary needs and expectations.
- Identify operational and access-related challenges encountered during the project. Examine logistical issues, resource constraints, and barriers faced by beneficiaries in accessing services. Analyze reports and feedback to understand the impact of these challenges.
- Evaluate the project's approach to gender sensitivity and inclusiveness. Review how gender considerations were integrated into project design and implementation. Assess the participation of diverse demographic groups and the project's impact on different genders.
- Assess the effectiveness of community and stakeholder engagement strategies. Review the level of community participation in project planning and execution. Gather feedback from stakeholders on the project's effectiveness and relevance.
- Evaluate the effectiveness of capacity-building and training efforts. Analyze improvements in skills and knowledge among implementing partners. Assess the impact of training on project planning and implementation.

- Assess the sustainability of project outcomes and follow-up measures. Review plans and actions taken to ensure the continuation of benefits. Evaluate the mechanisms in place for monitoring and supporting long-term impact.
- Provide actionable recommendations based on the evaluation findings. Suggest strategies for improving future projects and propose policy changes or interventions needed to address identified issues effectively.

Ethical Considerations

Ethical principles are critical for safeguarding the study participants will be given consideration. SCl will communicate with the relevant authorities and facilitate clearance (support letter) to conduct the study. Study participants will be informed about the purpose of the study and how the results will be used. Participants will be informed about their right to refuse to take part, terminate the interview or discussion at any point, or not answer any question. Verbal consent will be obtained from each study participant before interviews or discussions. Interviews and discussions will be conducted in settings that ensure privacy. All information gathered will be kept strictly confidential. Ensuring ethical integrity throughout the research process is crucial for the Gender Analysis study on how protection issues affect access to protection services for women, men, boys, and girls in Maban County, Upper Nile State. The following ethical considerations will be adhered to:

- **Informed Consent:** It is essential that all participants fully understand the purpose, procedures, risks, and benefits of the study before agreeing to participate. To achieve this, we will provide clear, understandable information about the study in the local language. Written or verbal consent will be obtained from all participants, ensuring they are aware of their right to withdraw from the study at any time without any consequences.
- **Confidentiality and Privacy:** Protecting the identity and personal information of participants is a priority. To maintain confidentiality, participants will be assigned unique identifiers to anonymize data. All data will be stored securely, with access limited to authorized personnel only. Additionally, discussions and interviews will be conducted in private settings to ensure participant privacy.
- **Sensitivity to Vulnerable Groups:** Conducting the study with respect and sensitivity towards all participants, especially those who are vulnerable or have experienced trauma, is crucial. Enumerators will receive training on handling sensitive topics and recognizing signs of distress. Information on available support services will be provided to participants who may need assistance. Discrimination or bias based on gender, age, ethnicity, or disability will be strictly avoided.
- **Non-Maleficence:** The study will take all necessary measures to ensure that no harm comes to participants. This includes avoiding questions or activities that could retraumatize or distress participants and implementing measures to minimize any physical, emotional, or psychological risks.
- **Beneficence:** Maximizing the benefits of the study for participants and the broader community is a key consideration. Findings from the study will be shared with local communities and

stakeholders to inform and improve protection services. The study aims to contribute to the development of more inclusive and effective protection policies and interventions.

- **Respect for Cultural Sensitivities:** Conducting the study in a manner that respects local customs, traditions, and norms is vital. Engagement with community leaders and stakeholders will help them understand and respect local cultural practices. Research methods and tools will be adapted to align with cultural sensitivities and preferences.
- **Voluntary Participation:** Participation in the study must be entirely voluntary and free from coercion. It will be communicated that participation is voluntary and that declining to participate will not affect access to services or support. Participants will be allowed to skip questions or withdraw from the study at any point.
- **Transparency:** Maintaining openness and transparency with participants and stakeholders about the study's aims, processes, and outcomes is essential. Regular updates on the study's progress and preliminary findings will be provided to participants and stakeholders. The final report and recommendations will be shared with the community and relevant authorities.
- **Ethical Approval:** The study will meet all ethical standards and guidelines. Ethical approval will be obtained from relevant institutional review boards or ethics committees before commencing the study. The study will adhere to all local and international ethical guidelines for research involving human participants.

The study will be conducted by keeping in mind the basic ethical principles of respect for humans, beneficence, and justice. The following ethical principles will be maintained during the study.

- **Right to KNOW what the study was about:** Data collectors will explain what topics to be covered, what benefits to expect, what risks are involved, and what will be done with the information to each participant. Verbal consent will be obtained from each participant before interviews/discussions.
- **Right to freely CHOOSE whether to participate or not:** Participation in the study will only be voluntary and participants have the right to stop interviews/discussions at any time or to say they do not want to answer any question.
- **Right to PRIVACY:** No names or other personal identifying information will be recorded in the questionnaires and data collectors will not discuss respondents' answers with others.
- **Right to have NO HARM done to them:** The study did not cause any emotional, physical, or economic harm to those who chose to participate.

Deliverables

The following deliverables are anticipated from the endline evaluation of the project focused on enhancing the participation and leadership of women and youth-led national and local actors in humanitarian interventions:

- i. Draft report, not exceeding 20 pages.
- ii. Final Report, including lessons learned and recommendations.
- iii. Data sets.
- iv. 2 pages to summarize the overall findings of the study.

TOOLS TO BE USED

Key Informant Interviews

Evaluation Questions for Project Officers and Coordinators from the Implementing Partners (ERDI, CSI, WIDO, FADA):

1. Project Implementation and Effectiveness:
 - How effectively were the project activities implemented according to the planned timeline?
 - What specific outcomes were achieved, and how do they align with the project's objectives?
2. Coordination and Collaboration:
 - How was the collaboration between your organization and other implementing partners, including SCI?
 - What were the strengths and weaknesses of the coordination mechanisms used?
3. Monitoring and Evaluation:
 - How did your organization monitor and evaluate the progress of the project?
 - What tools or methods were most useful in tracking the project's impact?
4. Community Engagement:
 - How did your organization engage with the local community during the project?
 - What were the key strategies used to involve community members in project planning and implementation?
5. Challenges and Barriers:
 - What challenges did your organization face during the project, both operational and access-related?
 - How were these challenges addressed, and what were the outcomes?
6. Capacity Building and Training:
 - How did the capacity-building initiatives improve your organization's skills and knowledge?
 - What additional training or support would further enhance your organization's effectiveness?
7. Quality and Relevance of Interventions:
 - How relevant were the project interventions to the needs of the beneficiaries?
 - What feedback did you receive from the community regarding the quality of the services provided?
8. Sustainability and Long-term Impact:
 - What measures have been put in place to ensure the sustainability of the project outcomes?
 - How does your organization plan to continue supporting the community after the project's conclusion?
9. Gender Sensitivity and Inclusiveness:
 - How were gender considerations integrated into the project's design and implementation?

- What impact did the project have on different genders, and how inclusive were the interventions?
10. Recommendations for Future Projects:
- Based on your experience, what recommendations would you provide for similar future projects?
 - How can the implementation process be improved to achieve better results?

Representatives from Save the Children International (SCI)

1. Project Contribution and Alignment with Goals:
 - How did the project align with Save the Children International's overarching goals and mission?
 - What specific contributions did SCI make to the project's success?
2. Coordination and Collaboration with Partners:
 - How effective was the coordination and collaboration between SCI and the four national implementing partners?
 - What were the key strengths and areas for improvement in partnership management?
3. Monitoring and Evaluation Processes:
 - How effective were the monitoring and evaluation processes implemented during the project?
 - What methodologies or tools were most useful in tracking progress and measuring impact?
4. Capacity Building and Support:
 - How did SCI support the capacity building of the national partners?
 - What were the key outcomes of the capacity-building initiatives, and how did they enhance project implementation?
5. Challenges and Lessons Learned:
 - What were the main challenges faced by SCI during the project implementation?
 - What lessons were learned, and how can these be applied to improve future projects?
6. Sustainability and Long-term Impact:
 - How does SCI view the sustainability of the project's outcomes?
 - What measures have been put in place to ensure the long-term impact of the interventions?
7. Community and Stakeholder Feedback:
 - How did SCI incorporate community and stakeholder feedback into the project design and implementation?
 - What were the most significant pieces of feedback received, and how did they influence the project?
8. Recommendations for Future Projects:
 - Based on SCI's experience, what recommendations would you provide for similar future projects?
 - How can SCI improve its approach to partnering with local organizations and implementing integrated humanitarian assistance projects?

Local Government Officials

1. Project Contribution to Local Development Goals and Strategies:
 - How did the project align with and contribute to local development goals and strategies?
 - Can you provide specific examples of how the project supported local development priorities?
2. Engagement with Local Government:
 - What was the level of engagement and coordination between the project and local government?
 - How effectively did the project communicate its plans and progress with local authorities?
 - In what ways could the engagement and communication between the project and local government be improved?
3. Successes and Challenges:
 - What were the key successes of the project from a local governance perspective?
 - What challenges did you observe in the project's implementation and execution?
 - How were these challenges addressed, and what could have been done differently to mitigate them?
4. Integration with Local Government Systems:
 - How well did the project integrate with existing local government systems and processes?
 - What recommendations do you have for better integration of future projects with local government systems?
 - Are there specific areas where the project's integration with local systems could be improved?
5. Sustainability and Long-Term Impact:
 - What measures were taken to ensure the sustainability of the project's outcomes?
 - How likely is it that the project's benefits will continue after the funding period ends?
 - What additional support or actions are needed to sustain the project's impact in the long term?
6. Community Feedback and Involvement:
 - How did the local government gather and incorporate community feedback regarding the project?
 - How much was the community involved in the project's planning and implementation?
 - What strategies can be employed to enhance community involvement in future projects?
7. Capacity Building and Training:
 - How effective were the capacity-building and training efforts for local government officials and staff?
 - What specific skills or knowledge were most beneficial, and where is further training needed?
 - How can future projects better address the training and capacity-building needs of local government officials?

8. Recommendations for Future Projects:
 - Based on your experience with this project, what recommendations do you have for similar future initiatives?
 - Are there any policy changes or additional support mechanisms that would facilitate better project outcomes?

Community Chiefs and Elders

1. Impact on Community Cohesion and Well-being:
 - How did the project impact the overall cohesion and well-being of the community?
 - Can you provide specific examples of how the project brought the community together or improved social relations?
2. Role of Community Leaders:
 - What role did you and other community leaders play in the project's success?
 - How were you involved in the planning, implementation, and monitoring of the project?
3. Community's Views on Effectiveness and Relevance:
 - What are the community's views on the effectiveness and relevance of the project's interventions?
 - How well did the project address the most pressing needs of the community?
4. Improvements and Additional Support:
 - What improvements or additional support would benefit the community in future projects?
 - Are there any specific areas where the project could have been done better?

Leaders of Women's Groups and Youth Centers

1. Addressing Specific Needs:
 - How did the project address the specific needs of women and youth in the community?
 - Can you share examples of interventions that were particularly beneficial to these groups?
2. Benefits and Challenges:
 - What were the key benefits of the project's interventions for women and youth?
 - What challenges did women and youth face in accessing or benefiting from the project's support?
3. Supporting Women and Youth in Future Projects:
 - How can future projects better support women and youth in the community?
 - What specific resources or strategies would enhance the impact on these groups?
4. Additional Resources or Support:
 1. What additional resources or support would be necessary to further improve outcomes for women and youth?
 2. Are there any unmet needs that future projects should address?

Water Users Management Committee Members

1. Effectiveness of Water-related Interventions:
 - How effective were the water-related interventions (e.g., hand washing stations, purification tabs) in addressing community needs?
 - Can you provide specific examples of how these interventions improved water access and hygiene practices?
2. Challenges in Management and Maintenance:
 - What challenges did the committee face in managing and maintaining the water facilities?
 - How were these challenges addressed, and what support would be needed to overcome them?
3. Improvements for Water Management:
 - What improvements could be made to enhance water management and access in the community?
 - Are there any specific interventions or resources that would make a significant difference?

School Administrators from institutions benefiting from project interventions (e.g., sanitation facility renovations, provision of marram for schools)

1. Impact on Schools:
 - How did the project's interventions (e.g., sanitation facility renovations, provision of marram) impact the schools?
 - What changes or improvements were observed because of the project's support?
2. Benefits and Challenges:
 - What were the benefits and challenges related to the project's support for educational institutions?
 - How did these interventions affect students and staff?
3. Addressing Needs of Schools and Students:
 - How can future projects better address the needs of schools and students?
 - What specific areas of support would be most beneficial for educational institutions?

Focus Group Discussion

Farmers Groups (Seeds Distribution):

1. Impact on Productivity and Livelihood:
 - How did the agricultural interventions (such as seed distribution and bee farming equipment) impact your productivity and livelihood?
 - Can you provide specific examples of improvements in crop yield or honey production since receiving the support?
2. Challenges in Utilizing Resources:
 - What challenges did you face in utilizing the provided resources (e.g., seeds, bee farming equipment)?
 - How did these challenges affect your farming activities and overall productivity?
3. Improvements for Future Agricultural Support:
 - How can future agricultural support be improved to better meet your needs?

- Are there any additional resources or training that would help you maximize the benefits of the agricultural interventions?

Help Education South Sudan (HESS)

In partnership with communities in Awerial County, HESS chose **19** primary schools in the villages of Puluk, Dor, Magok, Bunagok, Alel, and Abuyung to support through food security interventions. Activities included:

- Distributing gardening tools, including 190 hoes, 95 rakes, 190 slashers, 95 shovels, 95 moloda, 76 gumboots, and 57 watering cans at the schools
- Providing each of the schools with 40 fruit tree seedlings and 10 seed packets of cabbage, kale, onions and tomatoes.
- Training for 209 school agricultural club members on farming and nutrition.
- Forming 19 school garden committees comprising PTA members, school management committee members, local chiefs, education officials to ensure the sustainability of the work.
- Producing two radio Public Service Announcements for raising awareness on school feeding programs, climate change, health and nutrition, gender equality and inclusivity. HESS collaborated with The Radio Community/Radio Mingkaman 100 FM in this endeavor.
- Producing and distributing 20 banners and 52 T-shirts with messaging on cholera and COVID-19 safety at 38 health awareness sessions at the 19 schools and in the greater community. This activity reached 1,140 people.

Women Initiative for Development Organization (WIDO)

WIDO worked in Malakal. The organization:

- Trained **five** gardening groups comprising 11 members each (55 total) on basic food production skills, entrepreneurship, bookkeeping, and financial management.
- Distributed agricultural tools such as hoes, machetes, shovels, sickles, seed drills, irrigation pumps and watering cans to **3,500** people in Malakal.
- Conducted **3** Radio Talk Shows covering topics such as preventing gender-based violence (GBV), sexual exploitation and abuse, and promoting peaceful co-existence between internally displaced persons (IDPs), returnees and members of host communities.
- Trained **25** GBV focal persons on referral pathways and the protection of victims of sexual assault; **6** local authority actors on their role in protecting communities against GBV cases; and **28** members of gardening groups on prevention of sexual exploitation and abuse, GBV and Human Rights.

Global Community Aid (GCA) South Sudan

GCA worked in five communities in Kajo Keji. They:

- Trained **10** distribution volunteers to collect community data and increased their knowledge on the protection of vulnerable groups during distributions.
- Distributed agricultural tools, inputs, and relief food items to **582 heads of households** in the five communities.
- Trained **120** homestead farmers on good agronomy practice, pests and diseases control, weed management, soil fertility management, and harvest and post-harvest food handling.

- Trained **120** homestead farmers as Trainers of Trainees (TOTs) to cascade their new knowledge to other farmers in Kajo Keji.

Gender Equity and Women's Leadership Program (GEWLP)

GEWLP supported **300** female-headed households with food assistance in the three Bomas of Chumameri, Docha, and Napusiriet of Jie/Lopeat payam of Kapoeta East County.

Dr. Priscilla Nyannyang Educational Foundation (DPNEF)

DPNEF distributed okra and tomato seeds to **500** people in both Aduel and Akot Payams. In Rumbek East, the organization also:

- Trained **100** members of local peace committees in peace dialogue and trained 40 people to support the development and implementation of a community action plan for sustainable peace.
- Trained **100** women, men, boys, and girls on sexual exploitation and abuse, prevention and response.
- Performed **two** inter-community dramas about peace with **40** participants, to raise awareness and empower the local peace committee.

Community Aid for Relief and Development (CARD)

CARD distributed **3,000** packets of vegetable seeds (okra, tomatoes and onions) to **500** households in the Payams of Tambura Central, Mupio and Youbu.

The group also formed and trained an Accountability to Affected Populations (AAP) committee, comprising **21** people in Tambura County to increase safety in the county.

Li'bito Initiative for Education and Development (LIFED)

To prevent acute malnutrition in the Bomas of Ganji Payam, LIFED:

- Distributed relief food items to **90** farmers
- Trained **90** small-scale farmers on best agronomic practices such as row planting, pest management, and post-harvest handling.
- Distributed **30 bags of cassava stems**, containing 210 ready-to-plant bundles to **45** farmers.
- Distributed **vegetable seeds packets** to **300** farmers

Mission Community Development Agency (MCDA)

MCDA distributed food items to **120** men, women and children reduce food insecurity in Uror County and trained **79** participants on food production and agricultural management.

South Sudan Youth Peace and Development Organization (SSYPADO)

SSYPADO distributed gardening tools and ground nut seeds to **139** returnees and trained 100 participants on good agricultural practices in Pageri and Opera boma in Magawi County. In addition, SSYPADO

- Trained **40** youth and women on small business management skills.
- Conducted a radio talk show to raise awareness on the program and garner feedback.

Emergency Response and Development Initiative (ERDI)

ERDI worked to improve Water Sanitation and Hygiene systems in Kuda Boma. The group

- Trained **6** community hand pump mechanics repair broken boreholes.
- Rehabilitated **10** boreholes to increase access to safe drinking water.
- Trained **20** Water Management Committee members on basic borehole operations and management to work in partnership with the trained hand pump mechanic and ensure that water points are maintained. This fosters community ownership of the water system.
- Trained **8** volunteers to garner community feedback on ERDI interventions.
- Trained **8** hygiene promoters to share good hygiene practices, for example, handwashing with soap.
- Trained **65** women and children community members on menstrual hygiene management (MHM)
- Reached **465** women, men and children with messaging on good hygiene practices.
- Reached **583** women, men and children with awareness sessions on COVID-19, cholera, diarrhea and malaria and distributions of personal protective equipment (PPE)
- Reached **1,245** women, men and children with information on safe water points and sanitation systems.

Child Hope Organization (CHO)

CHO worked to improve health through WASH interventions in Nyamabol. The group:

- Worked with stakeholders, including community leaders, community groups and the local authorities, to identify and select people who could read and write, had basic hygiene knowledge and the respect of their community and were able to speak the local language(s).
- CHO trained **12** hygiene promoters on hygiene and sanitation. The hygiene promoters engage the community, disseminate messages and carry out other house-to-house and community hygiene promotion activities and campaigns.
- Conducted hygiene promotion at the community level for three months reaching **2,532** adults and children with messaging on healthy habits. The hygiene promoters conducted awareness campaigns in tandem with these community social mobilization campaigns,
- Conducted hygiene promotion at the household levels for six months, reaching **3,049** adults and children.

Human Appeal Development Organization (HADO)

HADO implemented WASH interventions in Kulipapa Boma, Ganji Payam, Central Equatoria State. The group:

- Trained **10** community hygiene promoters on WASH and their roles in hygiene promotion.
- Trained **10** women's' groups on good WASH practices to give them the knowledge and skills to disseminate hygiene messages in the community including what people can do to prevent and control the spread of diseases and the proper use and maintenance of WASH facilities.

- Trained **10** Community Leaders and youth on water, sanitation, and good hygiene practices to empower them to be ambassadors of change in promoting safe WASH practices.
- Trained **42** Water User Committees on the importance of good hygiene at home and at water points, purification methods, water points maintenance, and successful monitoring and evaluation.
- Conducted testing to assess the aquifer of the borehole Mukina Village and designed a suitable submersible pump/fittings and storage tank and upgraded the system to give the **210** people access to a clean, safe and efficient water supply system.
- Trained seven pump mechanics on the repair, operation, and maintenance of boreholes in Ganji Payam
- Rehabilitated four hand pumps and one solar powered water yard benefiting **8,285** people in Ganji Payam.
- Installed **three** 100-liter hand-washing stations (HWFs) in two mobile health clinics and one primary school, to prevent the spread of diseases like cholera and diarrhea.
- Conducted house-to-house awareness raising campaigns and community campaigns during mobile clinic visits to educate people on key hygiene messages.
- Formed and trained **10** women group leaders as ambassadors of safe hygiene practices. They cascaded their learning, including good MHM practices to 50 vulnerable returnees. They learned how to make reusable sanitary products out of local materials.

Empower Youth Africa (EYA)

EYA worked in the protection sector. The group:

- Assessed, identified, and strengthened **100 safe spaces** (women and girls' friendly space and child-friendly spaces near schools and temporary learning spaces, temporary IDP protection bases and displacement villages) and negotiated access for children for recreational activities in all the targeted areas of Aweil East County.
- Conducted Psycho-social support (PSS) activities, CBPSS and Comprehensive Case Management for children with protection concerns in Majook Yinthiou and Akuong Boma.
- Provided support-based individual protection assistance as part of case management among **50** children in Majook Yinthiou.
- Provided individual/group counseling/PSS and referrals to **50** conflict-affected people in Akuong Boma.
- Trained **25** people from groups such as community-based child protection networks, local administration, and volunteers on the issues of child protection enabling them to prevent and respond to recruitment of children into armed groups, conduct case management, referral pathways and link the children with protection concerns to the services.
- Used a radio talk show to raise awareness on child protection issues in Aweil East County through.
- Reached **50** people with psychosocial support groups through awareness-raising sessions on child protection in Majook Yinthiou and Akuong Boma of Aweil East County.

- Conducted monthly protection monitoring, evaluation, assessment, and mainstreaming for 30 people.

Integrated Humanitarian Aid (IHA)

IHA worked to address GBV and child abuse in Pariang County. Over the reporting period, they:

- Trained 15 community social workers on GBV prevention, Child Protection, case management, referral pathways, GBV/child abuse reporting processes from Yida, Panyang, and Pariang payams. The training enabled them to identify cases and link survivors – and sometimes the perpetrators – to available support. They were also trained to be ambassadors of the campaign against GBV and the protection of children and to speak out against perpetrators of GBV and child abuse in their communities.
- Conducted a safety audit to ascertain the safety of girls and women at public facilities to prevent GBV and the sexual exploitation of minors. They disseminated the safety audit reports to stakeholders to make them aware of the challenges that women and girls face, weigh in on possible solutions to the challenges and advocate for initiatives that work to address the problem.
- Established and strengthened a Protection Network of 27 people to help sustain the project, aid community child protection and GBV initiatives, and ensure children are protected in Pariang County.
- IHA established and updated three GBV and Child Protection referral pathways to help survivors of rape get emergency treatment and to empower the community to be champions of Child Protection.

Application process

The following qualifications and skills are expected of the lead consultancy:

- Applicant's lead must have a minimum of a master's degree in a social science such as Humanitarian Studies, Psychology, Counselling, Project Planning and Management etc. A PhD is an added advantage.
- Demonstrated experience (at least 5 years) providing senior level technical advisory role to a range of clients conducting Baseline and endline studies; A track record of assessments conducted with recommendation letters in the past 5 years, a summary of the scope, the date when it was conducted and the name and details of the client (including contacts of the person who can be contacted for reference checks) must be attached with the application;
- Experience in conducting evaluations for complex humanitarian interventions. Evidence of such works in South Sudan is highly preferred.
- Previous experience in MEAL, including conducting end-of-project evaluations for large-scale projects.
- Strong interpersonal and communication skills;

- Fluency in English, fluency in Arabic as an added advantage;
- Experience/knowledge on gender-sensitive programming
- Understanding of child safeguarding and child participation procedures

Interested candidates should submit an expression of interest which will include:

- **A technical proposal:** The technical proposal should briefly and clearly describe the following aspects; Understanding of the task, technical aspect of the proposal, Methodology (Evaluation strategy, Sampling design, Data collection tools, Data Processing & Analysis, Data quality control measures and timelines or operational plan)
- **A detailed curriculum vitae (CV) of assigned staff:** detailed profile of the consultancy firm with contact details (the CV should include at least two traceable references)
- **Company Profile:**
- **Financial proposal:** A signed financial proposal/ budget of the tasks should be broken down into modules, detailing the following: Consultancy fees, Questionnaire development cost, Data processing & analysis, Communication, and Reporting costs and other Miscellaneous (stationeries, printing, etc.).
- **Sample of previous work:** The consultant must be willing and ready to share a sample of his or her previous work upon request.

Timeframe:

This assignment is expected to require approximately 15-25 consultancy days, but SCI is open to hearing other time estimates from applicants. The assignment should start as soon as possible and be completed within 1-month period.

The consultant(s) will work closely with the Localisation Specialist and LRPF team, which will supervise the consultant's work, progress and deliverables. The progress will be assessed on a regular basis so that any required adaptation can be agreed in a timely manner.

Terms of Payment

The consultancy fees shall be made in three instalments according to the following schedule:

1. The first payment of 30% advance of the total agreed contractual amount will be made immediately after the presentation and finalization of the inception report

2. The second payment of the remaining 70% will be paid after submission and approval of the final report to Save the Children South Sudan Country office.

All operation, including; in country accommodation (both field & country office), transportation (in country) and field logistics (Printable and stationary) cost shall be covered by consultant and need to be included in the financial proposal and the professional must be inclusive of the 20% withholding tax.

Submission of application

Interested individual consultants/firms should submit their technical and financial proposal, a fully filled out evaluation criteria form annexed to the TOR to SouthSudanTenders@savethechildren.org no later than 13th October 2024

Annex 1
Evaluation Criteria

SECTION 1 - ESSENTIAL CRITERIA			
INSTRUCTIONS – Bidders are required to complete all sections of the below table.			
Item	Question	Bidder Response	
1	MANDATORY CRITERIA: Supplier accepts Save the Children’s ‘Terms and Conditions of Purchase’ included within Appendix 1 of the ITT, and that any work awarded from this tender process will be completed under the attached ‘Terms and Conditions of Purchase’	Yes / No	Comments/ Attachments
2	MANDATORY CRITERIA: The Supplier and its staff (and any sub-contractors used) agree to comply with SCI and the IAPG’s policies and code of conducts listed below.	Yes / No	Comments/ Attachments
	1) Child Safeguarding Policy		
	2) Anti-Bribery & Corruption Policy		
	3) Human Trafficking & Modern Slavery Policy		
	4) Protection from Sexual Exploitation and Abuse Policy		
	5) Anti-Harassment, Intimidation & Bullying Policy		
	6) IAPG Code of Conduct		
	7) Conditions of Tendering		
3	MANDATORY CRITERIA: The Supplier confirms it is not linked directly or indirectly to any terrorism related activity, and does not sell any Dual-Purpose goods / services that may be used in a terror related activity.	Yes / No	Comments/ Attachments
4	MANDATORY CRITERIA: The bidder confirms they are not a	Yes / No	Comments

	prohibited party under applicable sanctions laws or anti-terrorism laws or provide goods under sanction by the United States of America or the European Union and accepts that SCI will undertake independent checks to validate this.		
5	MANDATORY CRITERIA: The Supplier confirms it is fully qualified, licensed and registered to trade with Save the Children	Yes / No	Comments
	This includes the Supplier submitting the following requirements (where applicable):		
	- Legitimate business address		
	- Valid Tax registration number & certificate		
	Valid Operating/Trading License		
	Valid certificate of incorporation(Include the renewals if applicable)		
6	For Individual Consultants, applicants must submit the following documents: - Copy of Passport 'data page' or National ID - Individual tax registration - Curriculum Vitae(CV)		
SECTION 2 - CAPABILITY/TECHNICAL EVALUATION CRITERIA			
Understanding of requirements and proposal			
1	Proposal – methodology and approach	The proposal clearly articulates the objective(s) of the research/Assessment. The proposed approach and methodology is robust, appropriate (actionable, sensitive, responsible) and indicates that it will	

		achieve the requirements of the research/evaluation.	
2	Proposal – Project management	Demonstrated understanding of the activities to be implemented, defined roles and responsibilities of team members, a project plan with proposed timelines for each major activity/deliverable, use of project management tools/practices and commitment to deliver on time	
Demonstrated experience			
3	Experience – Demonstrated experience (at least 5 years) providing senior level technical advisory role to a range of clients conducting Baseline and endline studies	Demonstrated experience (at least 5 years) providing senior level technical advisory role to a range of clients conducting Baseline and endline studies; A track record of assessments conducted with recommendation letters in the past 5 years, a summary of the scope, the date when it was conducted and the name and details of the client (including contacts of the person who can be contacted for reference checks) must be attached with the application;	
4	Experience – Context (humanitarian/emergency)	Experience in conducting evaluations for complex humanitarian interventions. Evidence of such works in South Sudan is highly preferred so please include in your submission.	
5	Experience-MEAL	Previous experience in MEAL, including conducting end-of-project evaluations for large-scale projects. The methodology clearly aligns with assessment objectives linked to determine the results of the evaluation questions.	
6	Experience-Gender Sensitive programming	Experience/knowledge on gender-sensitive programming	
Bidder capacity			

7	Leadership	Team Leader's experience in leading large scale consultancy work, research and evaluations, and managing a team of diverse team of specialists	
8	Personnel	The combined team resources (number of members), skills and experience adequately covers all areas of expertise and experience required	
9	Qualification-Team leader	Lead Consultant must have a minimum of a master's degree in a social science such as Humanitarian Studies, Psychology, Counselling, Project Planning and Management etc. A PhD is an added advantage.	
SECTION 3- SUSTAINABILITY CRITERIA			
10	The bidder demonstrates experience and understanding of local context and community. This can be evidenced by the previous assignments carried out	The assessment team showcase their understanding and experience in undertaking similar assessment in the targeted locations, or is similar setting denoting how they were able to address any challenges faced.	
SECTION 4 - FINANCIAL CRITERIA			
11	Personnel allocations and rates - Reasonableness	The allocated amounts, unit cost and number of required units are reasonable to achieve the objectives of this study; those amounts are necessary to achieve the objectives of the evaluation effectively	