

Terms of Reference for Rustaq LBRC project consultancy

End line assessment & Project evaluation

Project Title: Labor Based Road Construction (LBRC), Rustaq, funded by SDC.

Location:

- Takhar province, Rustaq district, Watershed area of Chakkar and Narristan and surroundings (24 target villages)

Specific Objectives:

- 1) Design and oversee the implementation of a quantitative and qualitative end-line assessment as well as evaluation of the LBRC project. Draft a comprehensive end-line report including the recommendation for the future programs.
- 2) Where possible use the project data from project Data clerk and other team members involved in the collection of data. This includes data processing as well as the proposal of appropriate data analysis system (with support from the Tdh teams in Rustaq and Kabul if necessary).

Duration of the consultancy:

- Stage 1 (1.5 months) October 01st 2019 – November 15th 2019

1. Context of consultancy

Background: Labor Based Road Construction, Rustaq project

The Labour Based Road Construction (LBRC) Rustaq road construction and maintenance project addresses the most pressing needs of the population in the region and target area.

The 3 years' intervention follows a one-year inception phase which started in September 2015 and finished at the end of October 2016. This inception phase had for objective to set up the office, initiate the project, verify the feasibility of the approach and draw the integrated program of LBRC approach adapted to the specific context of Rustaq.

The objective of LBRC is *“Men and women, girls and boys, especially from poor families living in Rustaq district, improve their livelihoods”*.

Throughout the programme, the LBRC project will increase income (generate income for families through participation to the road construction, provide vocational training and livelihood opportunities), access to market and services in the targeted area. LBRC will promote child rights in order to better protect children, will support families in order to meet their pressing needs, and will promote better access to basic services (education, health, markets, government etc.).

The LBRC project is in line with the technical specifications of the Ministry of Rural Rehabilitation and Development (MRRD), who is also the main national partner.

LBRC project's interventions are carried out and endorsed by the local communities and governance institutions. Local committees are trained and integrated in the management and implementation of the project; the labour force will be recruited from within the zone of influence of the road, workers will receive a fair timely paid wage for their work that allows for savings and will lift their family's income above the poverty line. LBRC will run job trainings on construction and maintenance skills. This approach will reduce seasonal migration and generate a longer lasting effect, well beyond the road construction period.



Furthermore, the project raises awareness on child protection, child rights and gender. LBRC, through its child protection component also aims to identify children at risk of or victim of Worst Forms of Child Labour, migration and violence and reinforce existing child protection mechanism to decrease violence against children. In addition of raising awareness on gender issues, insures the participation of women in the project especially by developing specific activities based on the LIPT intervention. This part of LBRC develops livelihood opportunities for women and female youth as well as training.

LBRC has engaged the local registered Water Shed Associations (WSA) and the Natural Resource Management Committees (NRM) in construction management and the local based Community Development Committees (CDC) in the implementation and the management of road maintenance works. WSA and CDC have a crucial role in the acceptance of LBRC project, in the negotiation with the community and to insure the sustainability of the road.

2. General and specific objectives of the Consultancy

General Objective of the project: *Men and women, girls and boys, especially from poor families living in Rustaq district, improve their livelihood's empowerments through road construction and CP components.*

The impact indicators with regard to the general objective are:

- % decrease of food gap
- % increase of household income within the target area
- % decrease in labour migration, especially of minors

Project Baseline

Baseline assessment was conducted in 2017 and will be used as a tool for comparison to the surveyor or consultancy companies (Desk Review)

The project has two main outcomes, the first is linked to **Improved access to services and economic opportunities** and the second to **Capacity Building**

Outcome 1: Men and women, girls and boys make better use of basic services and economic opportunities.

Outcome 2: Local institutions facilitate the construction and maintenance of local roads.

- **Assessment**

Tdh is looking for a consultancy expert to carry out an **end-line** assessment / project evaluation in the frame of the **LBRC project** implemented in the district of **Rustaq** using the reference of the baseline report with additional questions. The scope of the assessment is defined by the **general objective** and should contribute to **measuring the achievement of the project indicators and to evaluate the overall project in terms of effectiveness, efficiency and sustainability**. The scope of the assessment is equally defined by the two project outcomes and their indicators.

The purpose of the assessment is to collect and provide **consolidated information** (baseline and end line, **qualitative and quantitative**) that can be analyzed and response some questions in order to provide a **comprehensive LBRC report**.

The assessment should be carried out **in line with activities of the LBRC project** and should incorporate the specificities of the district, project logical framework and donor's requirements.

The assessment should be able to show and measure **the degree and quality of change** in line with the project's objective and outcomes.

Specific objectives for the consultant:



- 1) Design and oversee the implementation of an end-line assessment & project evaluation for quantitative and qualitative data collection and analysis (methodology and tools should be defined by the consultant) by using the baseline data and the questions of section 3 as a reference.**

Specifically:

- A. Assess the situation, the project and propose an efficient methodology to Tdh.
- B. In coordination with the Tdh team in Rustaq, develop questionnaires for the baseline field data collection (according to the agreed methodology).
- C. Organize and manage the end-line assessment & project evaluation in the field in coordination with the Tdh team in Rustaq and with support from stakeholders (WSA, CDC, NRMC and other relevant departments).
- D. Elaborate a quantitative and qualitative end-line analysis & project evaluation report based on the collected and analysed data and by elaborating on the aspects and questions listed in section 3.

Train and, where possible, coach the Data clerk and other team members involved in the collection of data. This includes data processing as well as the proposal of appropriate data analysis system (with support from the Tdh teams in Rustaq and Kabul). The aim is to enable the team to collect quality data during the project in order to measure the project indicators and change.

3. Questions, Methodologies and Action plan

Aspects/questions and methodologies and needs to be reviewed during in the project end-line assessment:

- The overall effectiveness of the LBRC project from a results-based perspective;
- What was the main impact of the project on the communities?
- Was the project relevant to the needs of the communities?
- What worked well, what did not and why?
- How sustainable are the different components of the project and what could be done to enhance the sustainability?
- Are the current promoted incomes generating activities for women effective enough?
- Are the implemented child protection activities effective and sustainable?
- What are the key lessons learned from the project, which should be taken into account in future interventions?
- The consultant is expected to spend a maximum of 1.5 months in Rustaq, Afghanistan throughout the consultancy.
- Field visits to project locations will be determined based on Tdh Afghanistan's analysis of the security situation in target areas.
- Conduct data analysis using participatory methodology and appropriate software
- The consultant will work in close contact, collaboration and coordination with Tdh project teams and management in Rustaq, the Project Coordinator, the Deputy Project Coordinator, the Protection Manager and if necessary with Tdh Kabul focal points (M&E Officers and Child Protection department and Country Representative)

The end-line assessment will be guided by the following ethical principles and considerations

- The outcomes and conclusions of the assessments must be correct, trustworthy, cross checked and based on ethical principles of Tdh.
- The consultant must respect the privacy of the persons met and seek their informed consent to participate in the assessments.
- The consultant must consider the level of vulnerability and protection status of the assessment targets and adapt their questions and attitude accordingly
- Tdh has '*the best interests of the child*' as its central theme of the assessments. This is to be interwoven into all aspects. If during the process the consultant becomes aware of a child in



need of protection and/or assistance, 'the best interest of the child' takes precedent over the desired outcomes of the consultancy.

- This consultancy should not put any child in danger and if a request is made for assistance or the consultant recognizes a risk, the appropriate resource agencies will be activated to assist the child when possible
- The consultancy will be as 'child led' as possible, utilizing child participatory techniques.
- Children's opinions will be actively listened to and encouraged.
- Children's right to privacy and confidentiality will be maintained to the highest level
- The consultant must sign the Terre des hommes Child Protection Policy and Code of Conduct and be willing to adhere to its principles and expected practices. If a breach of the policy or code of conduct takes place the consultancy will be terminated immediately without any financial burden on Tdh

Action plan

The Consultancy will be conducted in two stages, as specified below.

It is expected that the consultant or his designated team will be based in Rustaq for the duration of the consultancy.

Time frame

Given the time-frame of the Consultancy and the specific security constraints in Afghanistan, the Consultancy will be divided into two stages:

Stage 1: End line assessment & project evaluation / Consultancy – October 2019 to November 2019

- Objectives of the stage 1 is described here above under "Specific Objectives" point 3.

Stage 2: Baseline assessment report

- Objectives of the stage 2 is to use the baseline report already done as a reference to measure the changes and the project component results.

The Tdh Afghanistan delegation and specifically the Rustaq team will facilitate the Consultancy process by ensuring that team members of the LBRC project give their inputs during the Consultancy and at the same time be open to the capacity building opportunities that will be delivered by the Consultancy.

4. Deliverables

The consultancy will commit to the following deliverables:

- Identify and propose the most adapted methodology and tools to be used for the End-line assessment & project evaluation
- Develop a detailed implementation work plan
- Create qualitative and quantitative questionnaires for field data collection (End line).
- Create tools for project monitoring and evaluation
- Organize and implement training sessions on data collection and data analysis with Tdh Rustaq team
- Final reports for stage 1 and with comparing the changes stage 2, based on specific objectives, to be provided maximum 30 days second month (November 2019)

5. Reference Documents for Concept note (by request)

1. LBRC project document, reports and other references
2. Baseline Report

Other reference documents can be provided (if Consultancy company selected)

6. Eligibility/Requirements/Selection Criteria

- 10 Years' Experience in designing and conducting Baseline & End line assessments (qualitative and quantitative methodologies) and project evaluations
- Experience in developing Monitoring & Evaluation tools;
- A thorough knowledge of the afghan socio-economic environment, knowledge on Takhar Province an asset.
- Good analytical and synthesis skills;
- Good report writing skills (English);
- A good communicator and a team player;
- Strong ability to speak and write in Dari and in English;
- Good command of data analysis software such as CSPRO – SPSS – STATA, etc.
- CV attached during the concept note submission

Interested candidates are requested to submit the following documents:

- Cover letter (max. 1 pages)
- Concept note (methodology) (max. 2 pages)
- Budget proposal (max. 1 page)
- CV (max. 3 pages)
- Email & phone contacts

Note:

- Tdh is not in a position to provide accommodation, transport, refreshment and or stationaries for the Consultancy company during the contract period.
- All cost should be included in the total budget proposed.

APPLICATION DEADLINE AND ADDRESS:

Soft copies of the application and relevant documents e.g. technical proposal, financial proposal, CVs and Cover Letter (all the mentioned above docs) of the consultants and the below fixed timeline should be submitted on or before September 15 2019 to:

hamdullah.naziri@tdh.ch and Cc sharif.sharipov@tdh.ch (Cc is the must)

13. KEY CONTACT Hamdullah Naziri: Head of Procurement and Logistics, Tdh Afghanistan
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