

**Expression of interest for From Black Box to Building Blocks Project**

**End- Line Evaluation Term of Reference (TOR)**

**Who we are**

Oxfam is an international confederation of 20 organizations working together with partners and local communities in more than 90 countries. Oxfam first provided support in Afghanistan in 1961 and has been directly providing humanitarian and development assistance in the country since 1991, including during the Taliban rule. It currently works in Kabul and other seven provinces of the country: Balkh, Daikundi, Herat, Kandahar, Kunduz, Nangarhar and Takhar. Through its local partners, Oxfam provides assistance to families and communities affected by natural and man-made disasters. It works with poor communities to help them pull themselves out of poverty and improve their lives. It promotes the rights of women and youth to become agents of change and fight for their rights. In a critical but constructive way, Oxfam works with government institutions to build capacity and influence policies that will help address structural poverty and inequality. To create lasting change, Oxfam and its partners also speak out on behalf of marginalized groups at the highest levels in both Afghanistan and among the international community.

1. **Project Background Information :**

From Black Box to Building Blocks :Citizen-State Engagement for Transparency and Accountability in Health and Education is a 41 Months good governance project funded by EU delegation in Afghanistan which started in January 2017, the overall objective of the action is to strengthen the mobilization and engagement of both CSOs and local authorities for more responsiveness, efficiency transparency and accountability in the provision of essential services such as health and education in Herat, Takhar and Nangarhar provinces. The project focuses on supporting civil society organizations through sub – granting scheme in monitoring the national budgeting process and using evidence-based advocacy to influence it, particularly by capitalizing on opportunities provided in the Provincial Budgeting Policy.

1. **Purpose of the Evaluation :**

The main objective of the end-line evaluation is to conduct an independent review of the project called “From Black Box to Building Blocks” and assess progress towards the outcomes from the inception phase February 2017 to 31 May 2020 of the project. The evaluation will also assess the extent to which project inputs and resources have contributed to the intended results. Specifically, the review will be looking at:

* Assess the overall performance of the project towards the intended outcomes to understand the achievements and limitations and potential impact and sustainability.
* Analyse the reasons behind the achievements (or not) of the objectives of the project
* Gauge whether or not the objectives and chosen strategies are ultimately contributing to the realization of the project and Oxfam’s mission.
* Identify Oxfam’s contributions (resources both technical and financial) and value-added
* Understanding the extend to which the project intervention is suited to the priorities of the target communities in Takhar, Nangarhar and Herat provinces with a particular focus on health and education service delivery.
* Determine the degree to which the financial resources of the project have been used economically and efficiently.
* Outlining the conditions and choices for phase out, scaling up or handover transitions.
* Identify and analyse lessons learned, challenges encountered during the implementation and best practices obtained through out the project period.
* Assess the viability and the scope of opportunities for localization of activities within the grassroots CSOs and sustainability beyond the current project phase.
* Mapping the CSOs and their networks with a particular focus on women led CSOs or women rights CSOs in the project target provinces.

In terms of the audience of the end-line evaluation report, the primary audience with the whom the results of the evaluation will be shared includes the consortium partners PTRO, APPRO, AICS and ACSFO, Oxfam in Afghanistan, European Union, local and national authorities of Health and Education sector. The secondary audience of the evaluation will be other key government stakeholders in Afghanistan, the wider development community within Afghanistan and European Union including other stakeholders as relevant.

1. **Tentative Evaluation Questions:**

The following key tentative questions will guide the end of the project evaluation, while final decision on the key evaluation questions will be done during the inception phase in consultation with the consultant/consulting firm and Oxfam including consortium partners.

* 1. **Appropriateness and Relevance:**
* To what extent did the project results contribute to the overall project objectives
* Has the project addressed the identified needs of CSOs and alliances (including government structures) for effective advocacy at local and national levels?
* How were the project needs and priorities identified?
* To what extent were the partners involved in identifying the needs?
* What positive contributions has the project made in the service delivery particularly in the health and education sectors?
* Were the project activities appropriate to the cultural, political and social realities?
* Were the views and opinions of grassroots CSOs and technical experts solicited in formulating project activities and implementation strategies?
* Were project activities and implementation strategies coordinated with efforts from other actors on the ground?
  1. **Effectiveness and Efficiency:**
* Were project resources utilized cost-effectively in delivery of project activities?
* Were project activities implemented in a timely manner according to set workplans and what was the impact of any delays on effectiveness?
* What were the Strengths, Weaknesses, Opportunities and Threats (SWOT) of the project implementation process?
* How was the project’s collaboration with the provincial government, national institutions, partners, and other stakeholders when it comes to advocacy on health and education?
* What were the necessary changes needed to be taken, modified and stopped to have better results?
* What evidence was there of an integrated learning and adaptive management approach to program implementation, including the use of innovation?
  1. **Impact and sustainability:**
* Are the citizens and CSOs more aware of budgeting processes and are now actively witnessing the benefits of being knowledgeable and active on health and education budgeting and planning processes?
* Are there at least 75% (40) local grassroots CSOs who have successfully passed the certification program?
* Is there an evident shift noticed in the attitudes of the local authorities in creating spaces for dialogues between the local authorities, grassroots CSOs and communities in budgeting and planning processes for health and education?
* Are local authorities seeing citizens and grassroots CSOs as more credible partners?
* To what extend did the trainings to local authorities and grassroots CSOs contributed in supporting the ambition of the National Unity Government for a more inclusive budgeting process including the right to information (RTI) within the targeted governmental departments?
* To what extent the benefits of the project are likely to be sustained?
* What was Oxfam’s direct contribution to any identifiable changes in terms of building the capacity of grassroots CSOs including networking and advocacy?
* How were capacities strengthened at the individual and organizational level (including contributing factors and constraints)?

1. **Proposed Methodology:**

The scope of this end-line evaluation includes a desk review of the project documents, developing the end-line evaluation plan and assessment/review tools, inception report and inception meeting, collecting data, analysis of the data and development of the final report. The consultant/Consulting Firm needs to have field visits to Nangarhar, Takhar and Herat provinces including its related districts to ensure the quality of the data collection and monitoring the process.

Furthermore, the evaluation will involve discussions with key informants (district & provincial advocacy committees, relevant local authorities of the government, consortium partners, community leaders and key project staff). This will be covered by Individual Interviews, Focus Group Discussions (FGDs) and Key Informant Interviews by providing answers to the key questions asked earlier in this ToR as well as measuring progress against performance indicators as outlined in the project MEAL framework. The evaluation needs to also produce at least three case studies, three change stories and other evidences (pictures and video clips) of the change.

**The evaluation will take place in three phases:**

**4.1. Inception phase and desk review:**

The consultant/Consulting Firm will have a discussion with Oxfam and the consortium partners to agree on the evaluation deliverables, donor requirements, and work plan, documents for review, key informants, FGD participants and detailed evaluation methodologies, including inception report format and contents as well as agree on the key evaluation questions.

**4.2. Field Phase:**

The field phase will involve recruitment & training of enumerators, pre-testing of data collection tools, finalizing tools, discussions with key informants, individual interviews and focus group discussions in all the three target provinces.

**4.3. Analysis and Reporting Phases:**

Preliminary analysis will be done immediately after data collection and an initial debrief session will be conducted by the consultant/consulting firm in Kabul with Oxfam. Below is the tentative schedule:

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| **Activity** | **Deliverable** | **Time allocated** |
| Inception phase (desk review, evaluation design, methodology, detailed work plan, document review, stakeholder consultation and inception meeting) | Inception report | 8 days |
| Field phase (field visit, enumerator recruitment and orientation, data collection, data analysis, debriefing, presentation and validation workshop) | Draft evaluation report | 20 days |
| Finalization of Evaluation report incorporating additions and comments and submission to Oxfam. | Final Report | 6 days |

1. **Expected Deliverables:**

Based on review and analysis of the project related documents for desk review and inception report and presentation, the consultant/Consulting Firm will conduct the survey in Heart, Takhar and Nangarhar provinces with the following expected deliverables:

* Develop a detailed plan for carrying out of the end-line evaluation including development of the evaluation tools and structure for conducting the survey with clear role of each individual throughout the evaluation period.
* Develop quantitative and qualitative questionnaires and process quantitative and qualitative questionnaires with consultation of Oxfam.
* Develop the database for data entry and analysis followed by data entry, data revisions, and developing the final report
* Conduct debriefing workshop on findings of the end-line evaluation and briefing paper with Oxfam.
* Develop the project change stories, Case studies, video clips
* Final Report: The content and structure of the final evaluation report with findings, recommendations and lessons learnt covering the scope of the evaluation should meet the requirements of the project and Oxfam and should include the following:
  + Fonts: Times New Roman 14 Bold for headings and 12 normal for contents
  + Executive Summary (1 Page)
  + Introduction (1 page)
  + Description of the evaluation methodology (3-4 pages)
  + Situational analysis with regard to the impact, outcome and outputs (7-8 pages)
  + Analysis of the opportunities to provide guidance for future planning and programming where necessary (3-4 pages)
  + Key findings including best practices, lessons learned and three stories – one per province (4-5 pages)
  + Conclusions and Recommendations (3-4 pages)
  + Appendices: inception report, scope of work, charts, Terms of Reference, field visits, people interviewed, documents reviewed.

1. **Timeframe:** The evaluation should commence by 15/August/2020 and the final report must be submitted by 30/September/2020. The total working days will be 34 for this evaluation.
2. **Payment schedule:** Payment will be made in three instalments: 15% on contract signing; 35% after the Data collection; remaining 50% after submission of approved final report.
3. **Logistics:** The consultant is responsible for all the logistical issues including transportation, accommodation, meal etc. in Kabul and target provinces.
4. **Terms of Reference:** The research organization should develop the evaluation tools in consultation with the Oxfam and complete the evaluation and the report within the given period of time.
5. **Requirements and Experience:**

* Master’s degree in economic, social science or relevant discipline
* Experience in evaluation of advocacy project/programs
* At least 5 years demonstrated experience in managing monitoring and evaluation process of large projects/program
* Consultant understanding government accountability and responsiveness issues and priorities in Afghanistan
* Very good communication skills with fluency in written and verbal English
* Demonstrated excellence in research and data analysis and professional report writing
* Awareness of the local context in Afghanistan and the local language is an added advantage.