



Terms of Reference for Consultancy Services for

Conducting Final Evaluation of Families' Livelihoods and Integration Project

Overall objective of the consultancy

The Families' Livelihoods and Integration Project – FLIP - is a three-year project that aims to strengthen women's livelihoods and facilitate the reintegration of the displaced population in Jalalabad and Behsod districts of Nangarhar and Puli Alam district of Logar province in Eastern Afghanistan. The project strengthens and diversifies the livelihoods of 2,007 women to enable them to build household resilience. The project is designed to promote the reintegration of displaced populations in the host community, which is bolstered by activities targeting 2,007 male members of the beneficiary households.

The project is expected to achieve the following results:

1. 2,000 ultra-poor women have skills, knowledge, and assets to strengthen and diversify their livelihoods in order to build household resilience.
2. Independently operating Savings Groups contribute to strengthening women's livelihoods through mobilising women's resources, providing financial services, and developing value chains.
3. Men and women are reintegrated in the host community.

The purpose of this consultancy is to conduct a full evaluation of this project in Logar and Nangarhar provinces of Afghanistan. Based on desk research and field visits to the implementation provinces, the evaluator will produce a comprehensive evaluation report for Afghanaid which assesses the effectiveness of the project. The final evaluation should provide insight into progress towards the milestones set out in the project's logframe, and investigate whether the expected changes are taking place. The evaluation should measure changes in income, social status, and integration, as well as evaluate the knowledge gained through the training modules. Finally, the evaluation is expected to assess the general relevance, effectiveness, efficiency, coherence, sustainability and impact of the programme.

Evaluation design

- The evaluation service provider should consider a mixed methods approach that uses qualitative and quantitative methods, including case studies.
- The evaluation service provider should consider a systematic approach to find out whether the project has met the needs of its beneficiaries and assess the value of the project from different perspectives.

- The consultant is expected to spend sufficient time in both implementing provinces for field work and the collection of primary data.
- The evaluation service provider should be willing to respect and work with the security protocols and programmatic approaches of Afghanaid and the communities it works in and with.
- The final evaluation should cover approximately 10% of the 4014 project beneficiaries considering OECD/DAC criteria.

Deliverables

- Evaluation protocols, detailing the evaluation methods and draft instruments, for discussion and approval, (before starting the field work).
- Conduct inception workshop to discuss the tools and methods of data collection by mid-November 2020
- Presentation of the preliminary findings to Afghanaid management and relevant staff at the end of the fieldwork component.
- Draft report in English language, supported with annexes of quantitative/qualitative analysis and the draft report should include OECD/DAC criteria:
 - Project effectiveness
 - Project efficiency
 - Relevance
 - Impact
 - Project sustainability
 - Cohesion
 - Report on recommendations and lessons learnt for future project follow-up
 - Final evaluation report taking comments and reviews from Afghanaid related senior staff.
- Submission of the final report in English language the Afghanaid on the draft report by end of the Dec 2020.

Methodology may consider the following:

- At the very beginning of the project, the consultant will have a kick-off meeting with the project and M&E Managers. This is a very important aspect of the assignment as the ToR will be discussed at length to ensure that Afghanaid and the consultant create mutual understanding on the volume and quality of work expected.
- Develop the evaluation protocols detailing the methods and instruments. This will also include working with the project team and other relevant positions in developing and agreeing on key evaluation question in light of the project component. The evaluation protocols will be discussed with the Project Manager and M&E Manager and will be approved for further process.
- Review of relevant documents, including but not limited to project documentation, records, and monitoring reports.
- Comparison of project goals and objectives with actual activities.
- Interviews with project staff involved in the project, relevant local government officials, and Afghanaid management.
- Interviews with program participants and key stakeholders.
- Direct supervision of the enumerators (the consultant will be responsible for the data collection).
- As part of the supervision process, conduct quality assurance spot checks to ensure adequate performance of enumerators involved in data collection.
- Adherence to all relevant policies and procedures of the Afghanaid, especially considering the Covid-19 SoP.

Timeframe:

The consultant(s) will need to be available to start the study at the beginning of November 2020 and complete the assignment by 25th Dec 2020

Financial process:

- The payment will be processed once the assignment has been successfully completed

Commissioning Manager / Reporting Line

The consultant will report to the Afghanistan M&E Manager:

Monitoring and Evaluation Manager and the consultant will also be working closely with the Project Manager:

Skills and qualifications

- It is expected that the successful consultancy firm or individual will have the following experience and qualifications:
 - o Significant evaluation and management experience;
 - o Significant national consultancy experience analysing women's empowerment programmes;
 - o Experience of conducting evaluations in Afghanistan, including collecting primary data in a range of provinces;
 - o Excellent communication, research, and report writing skills;
 - o Demonstrated ability to deliver high-quality results within strict deadlines;
 - o Female candidates are particularly encouraged to apply

Submission of Expression of Interest

Service providers or individuals who meet the above requirements should submit their application to jobs@afghanaid.org.uk by 06 November 2020. The application should include the following:

- Cover letter
- CV including complete contact details, relevant professional experience and references
- Detailed work plan
- Financial proposal