



## Terms of Reference

### End-Line Project Evaluation

#### **“Integrated Project for Education and Empowerment of Women and Civil Society Groups in Sierra Leone”**

#### **About SEND**

We are a non-governmental organisation in Sierra Leone. We liaise with communities, traditional authorities, government institutions and foreign partners to combine resources to develop innovative solutions to alleviate poverty and enhance quality self-reliance.

SEND Sierra Leone has adopted the global Sustainable Development Goals (SDGs) to guide national development planning and implementation with our strategic approach. The pursuit of economic equality and social equity are mainstreamed in the SDGs. Our commitment to the government is to improve the delivery of social services, strengthen gender and social inclusion, and prioritise the education sector.

SEND Sierra Leone is an independent structure, a local NGO registered in Sierra Leone. Our portfolio includes community development, WaSH, health, nutrition/agriculture and women's empowerment.

Intervention areas are in Kailahun, Kenema, Kono, Western Areas, Urban and Rural communities, Bonthe and Kambia and Pujehun.

Our vision is to see a Sierra Leone where people's rights and well-being are guaranteed. Our mission is to promote good governance, voice, accountably essential services and equality for women and men in Sierra Leone.

#### **Project background**

SEND Sierra Leone, funded by German Federal Ministry for Economic Cooperation (BMZ AND TERRA TECH), is implementing the project 'Integrated Project for Education and Empowerment of Women and Civil Society Groups in Sierra Leone to *contribute to achieving the Sustainable Development Goals (SDGs) 1 (no poverty), 4 (quality education), 5 (gender equality) and 8 (decent work and economic growth) and to the successful implementation of the Local Government Act (LGA) in Kailahun and Kenema.*

- People generally read. Consequently, they lack practice and are insecure when reading. Text comprehension is usually poor (an assessment at the beginning of the project will collect more information on that)
- CBOs/CSOs lack capacity regarding project concept, implementation, and evaluation, and their presence at the chiefdom level and within the District Council Coordination Forum (DCCF) is a week
- Due to the lack of knowledge about the application of funds and monitoring, there are few ways to check the institutions' transparency and the budget funds they spend. Institutional action is therefore not controlled by the civil society as it should be to meet the criteria for good governance

- There is hardly any public discourse regarding pressing issues in education, development, and gender inequality. Community leaders mostly don't use their influence to tackle problems, especially education.
- Etc.

### **1. Project objective:**

To contribute to achieving the Sustainable Development Goals (SDGs); 1 (no poverty), 4 (quality education), 5 (gender equality), and 8 (decent work and economic growth) and to the successful implementation of the Local Government Act (LGA) in Kailahun and Kenema

The following outcomes are expected to be achieved:

- 80% of all teachers trained state that after taking part in the training, they are more aware of educational problems and possible approaches to solving these problems and that their lessons' didactic quality has improved.
  - The literacy rate has been increased by 30% within at least 90% of the target group (2, 925 persons).
  - Teacher associations, school management committees (SMCs), and head girls/head boys communicate about educational issues; head girls/head boys articulate their interest towards the SMCs and stand for their rights.
  - In a survey conducted after the project, at least 80% of the participating community leaders explained that they know about their possibility to influence the development of the educational sector and intend to use their influence.
  - Etc.
- (Further details will be shared with successful applicant)

### **2. Objectives of the Evaluation;**

The main objective of this end line evaluation and impact study is to;

- understand the impact drawn by the project, especially at the beneficiary level
- also to understand the relevance, sustainability, effectiveness, efficiency, feasibility, etc.
- use the report to inform future education programme design
- share with donor organisations in the fulfilment of accountability for funds utilised
- file for reference purpose
- etc.

### **3. Methodology of the evaluation**

This evaluation will be based on a combination of:

- Literature Review: a desk study of available project data, baseline and mid-line evaluation reports, other publications, reports, and documentation on education and women empowerment project implementation.
- Key Informant Interviews, Focus Group Discussion and Questionnaire survey with:

Project staff, teachers, pupils, school management committee members, gender model families, Kenema and Kailahun Women in Governance Network (CBOs/CSOs), local authorities-

chiefs/women leaders/religious leaders, Inspector of Schools and Ward Councilors, etc. in project target communities.

The evaluation of “**Integrated Project for Education and Empowerment of Women and Civil Society Groups in Sierra Leone**” will be conducted according to the OECD/DAC criteria for evaluations and within 20 communities and 30 primary schools (in the same communities) in Malegohun and Kissi Tongi chiefdoms in Kenema and Kailahun, respectively.

**4. Scope of work:** The scope of this evaluation will comprise but not be limited to open questions along with the OECD/DAC Evaluation criteri

No	Evaluation Criteria	Evaluation Questions (Suggestions)
1.	Relevance	The extent to which the objectives of a development intervention are consistent with beneficiaries’ requirements, country needs, global priorities and partners’ and donors’ policies.
2.	Effectiveness	The extent to which the development intervention’s objectives were achieved, or are expected to be achieved, taking into account their relative importance.
3.	Efficiency	A measure of how economically resources/inputs (funds, expertise, time, etc.) are converted to results.
4.	Impact	Positive and negative, primary and secondary long-term effects produced by a development intervention, directly or indirectly, intended or unintended.
5.	Sustainability	The continuation of benefits from a development intervention after major development assistance has been completed.
6.	Learning and Replicability	Lessons that may have implication for the future of the development intervention or may be relevant for wider application.

### 5. Areas of specific attention

- Are there any favourable/adverse unexpected effects of the project?
- To what degree has the project ignited and positively fueled beneficiaries participation in the project?
- What is needed to secure the sustainability of the project's positive progress (if any)?
- Are there any particular lessons learned in the unexpected effects of the project?

### 6. Reporting requirements

The Consultant will have the following reporting requirements:

- Presentation/discussion of preliminary findings, conclusions and recommendations with SEND staff.
- The draft report will be submitted to SEND for review;
- The final report will be offered after the reception of comments from SEND.
- An outline of activities and strategies SEND could incorporate in future programming and describe how they can be carried out.

The report should include the following chapters: an executive summary, description of the evaluation methodology, background information, and chapters on findings, conclusions, and recommendations for the future. The results should be supported and documented with pictures.

The final report will also include annexes, including a list of people and organizations interviewed and their contacts, and a list of reviewed documents.

## 7. Expertise required

One regional/local expert with relevant higher education and experience in gender issues, education/ reading and comprehension, community development, governance, and conduct evaluations following the OECD/DAC criteria (minimum five years of relevant experience).

## 8. Time frame

The Consultant is expected to perform this contract within 22 working days (February to 15<sup>th</sup> March 2022). The duration of the assignment will be broken down as follows;

No	Task	No. of days	Frequency	Total
<u>1</u>	Desk study and preparation of interviews, including the planning of the various meetings in cooperation with the Project Manager	<u>2</u>	<u>1</u>	<u>2</u>
<u>2</u>	Interviews with the project staff from the Kenema and Kailahun, offices (Project operational districts)	<u>2</u>	<u>1</u>	<u>2</u>
<u>3</u>	Interviews at each Project operational districts in the eastern region of Sierra Leone (Kenema and Kailahun) with relevant stakeholders	<u>5</u>	<u>2</u>	<u>10</u>
<u>4</u>	Writing of preliminary findings and recommendations	<u>3</u>	<u>1</u>	<u>3</u>
<u>5</u>	Presentation of the report to SEND	<u>1</u>	<u>1</u>	<u>1</u>
<u>6</u>	Write a draft report and share it with SEND via email after completion of fieldwork	<u>2</u>	<u>1</u>	<u>2</u>
<u>7</u>	Complete and submit a final report to SEND after reviewing from SEND	<u>2</u>	<u>1</u>	<u>2</u>
	Total			<u>22</u>

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

### The technical proposal should contain:

- A brief methodology on how they will approach and conduct the assignment.
- Explain why they are the most suitable for the work, including experience in similar assignments and the relation to the above-required qualifications.
- The financial proposal in Sierra Leone currency, specifying a fee per day and total requested amount including all related costs, e.g., fees, per diems, travel costs, phone calls, etc.
- Latest CV of the Consultant and those of support team members that will assist in executing this assignment, should the Consultant decide to work with a team. The Consultant should also include the names of at least three references.

### Terms of payment:

Upon the signing of the contract, SEND will make a 50% advance payment to facilitate work. 50% of the contractual sum will be paid after the final report is submitted, discussed, and endorsed by SEND. **However, 5.5% of the total professional fees will be deducted from during the payments as per laws of Sierra Leone.**

Closing date: 21st January 2022

Applications must be submitted to

[ayamga@sendsierraleone.com](mailto:ayamga@sendsierraleone.com)

[jattu@sendsierraleone.com](mailto:jattu@sendsierraleone.com)

Women are strongly encouraged to apply.