

Terms of Reference

Mid-Term Project Evaluation

Integrated Project for Education and Empowerment of Women and Civil Society Groups in Sierra Leone

Brief Introduction about SEND Sierra Leone

SEND is a non-governmental organization dedicated to creating a Sierra Leone with respect for human rights, accountable governance, food and nutrition security, and equal opportunities for men and women to thrive. We liaise with communities, traditional authorities, government institutions, and 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 government's commitment is to improve social services delivery, strengthen gender and social inclusion, and prioritize the education sector.

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

Intervention areas are in Kailahun, Kenema, Kono, Western Areas, Urban and Rural districts, and Bonthe.

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), are 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 barely in general, 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 on 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 barely ways to demand a check of the institutions' transparency and the budget funds. 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 in the education sector.
- Etc.

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. 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 explain that they know about their possibility to influence the educational sector's development and intend to use their influence.
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2. Objectives of the Evaluation

- Conduct a mid-term evaluation that provides SEND SL with a basis for identifying appropriate actions to (a) address particular issues or problems in the design, implementation, and management, and (b) reinforce initiatives that demonstrate the potential for success.
- Develop the mid-term survey tools (referring to existing data collection tools for literacy development (grades/classes 1-6), community/school profile, gender issues primarily related to project indicators) – including both quantitative and qualitative tools. The evaluation of literacy development will focus on early grade reading and comprehension (**phonemic awareness, phonics, reading fluency, vocabulary development, and understanding**) and **reading and understanding in the upper primary school** (grades 4-6).
- Develop lessons learned from implementation and share with SEND
- Share recommendations for improvement in the project implementation.

3. Methodology of the evaluation

This evaluation will be based on a combination of:

- Literature Review: a desk study of available project data, other publications, reports, and documentation on education and women empowerment.

- 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 the “**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 criteria:

No	Evaluation Criteria	Evaluation Questions (Suggestions)
1.	Relevance	The extent to which a development intervention's objectives 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 completed, 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 significant development assistance has been completed.
6.	Learning and Replicability	Lessons that may have implications for the development intervention's end or maybe relevant for broader application.

5. Areas of specific attention

- Are there any favorable/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 SEND activities and strategies could incorporate in future programming and describe how they can be carried out.

The report should include the following chapters: an executive summary, a description of the evaluation methodology, background information, and chapters on findings, conclusions, and future recommendations. 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 reviewed documents.

7. Expertise required

One regional/local expert with relevant higher education and experience in gender issues, 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. 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	2	1	2
<u>2</u>	Interviews with the project staff from the Kenema and Kailahun, offices (Project operational districts)	2	1	2
<u>3</u>	Interviews at each Project operational districts in the eastern region of Sierra Leone (Kenema and Kailahun) with relevant stakeholders	4	2	8
<u>4</u>	Writing of preliminary findings and recommendations	3	1	3
<u>5</u>	Presentation of the report to SEND	1	1	1
<u>6</u>	Write a draft report and share it with SEND via email after completion of fieldwork	3	1	3
<u>7</u>	Complete and submit a final report to SEND after reviewing from SEND	1	1	1
	Total			20

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 jobs and related to the above-required qualifications.

- The financial proposal in Sierra Leone currency, specifying a fee per day and total requested amount including all associated 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 40% advance payment to facilitate work. Sixty percent of the contractual sum will be paid after the final report is submitted, discussed, and endorsed by SEND

Closing date: 1st March 2021

Applications must be submitted to

ayamga@sendsierraleone.com

jattu@sendsierraleone.com

Women are strongly encouraged to apply.