



## Terms of Reference(TOR) for End-line Evaluation for the “Improvement of Educational Infrastructure and Quality of Educational Services in Kenema District Project”

### Brief background about SEND Sierra Leone

SEND Sierra Leone is a non-profit, national non-governmental organization in Sierra Leone. The NGO has been active since 2008 and is registered with the Office of Administrator and Registrar General (OARG) and the Ministry of Finance and Economic Development. SEND’s intervention coverage is in fourteen (14) districts in Sierra Leone. The strategic objectives of SEND are organised to include i) the promotion of livelihood security in rural communities; ii) strengthening access to quality education for girls and marginalised groups in rural communities; iii) improving health facilities and services in difficult-to-reach rural communities, and iv) to promote Women’s Political Empowerment.

SEND Sierra Leone works to improve people’s lives by respecting human rights and equal opportunities for women and men in Sierra Leone.

Our interventions impact competencies such as promoting women’s leadership, gender transformation, self-reliance approaches, governance, community resource mobilization, community-led initiatives, entrepreneurship, financial literacy, climate change adaptation, WASH, health, livelihood, education and advocacy.

### Project background

SEND Sierra Leone received funding from the German Federal Ministry for Economic Cooperation (BMZ) through Terra Tech Förderprojekte e.V. to implement **the project “Improvement of Educational Infrastructure and Quality**

**of Educational Services in Kenema District.** It was a two-year project focused on strengthening educational systems through infrastructure and capacity building to enhance high-quality education in Kenema District. The Kenema Education Project started implementation in September 2020 in Kenema District.

SEND Sierra Leone has made tremendous progress in achieving high-quality education service delivery through this project in Kenema District. The project also contributes to Goal 2 of Sierra Leone's Medium-term National Development Plan 2019–2023, which aims at ensuring that Sierra Leone as a nation is equipped with educated, empowered, and healthy citizens who are capable of realizing their fullest potential to contribute to the achievement of the Sustainable Development Goals.

### Project objective

The project contributes to achieving Goal 2 (Human Capital Development) of Sierra Leone's Medium-term National Development Plan 2019–2023 in Kenema District.

#### **The following results are expected to be achieved under this project**

- The capacity building of the MBSSE in the areas covered contributes to the improved quality of schools and teachers.
- Improved education infrastructure and strengthened effective education service delivery in Kenema District.
- Teachers are better organised and know how to communicate their concerns to the relevant authorities.
- Trained and qualified teachers enable a high-quality education for their students.

### Objectives of the End-line Evaluation

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

- Identify the extent to which the project has been implemented using the OECD DAC evaluation criteria.
- Measure the results/impact against the target indicators.
- Conduct a comparative analysis of the baseline and end-line indicators
- Understand the impact created among project principals.

- Assess the extent to which the project has contributed to achieving Goal 2 (Human Capital Development) of Sierra Leone’s Medium-term National Development Plan 2019–2023
- Provide recommendations for achievements/approaches that may be scalable or transferable.

## Communication of the report

The final report will be disseminated in diverse ways but not limited to the ones stated below:

- Share with donor organization in fulfilment of accountability on funds utilised.
- Share with implementing partners at the district and national levels.
- Feedback to project principals to enhance downward accountability.
- Publish in SEND website

## Methodology of the Activity

This evaluation will be based on a mixed approach with a combination of but not limited to, the following:

- Literature Review: a desk study of available project data, baseline and mid-line evaluation reports, end-of-project reports, other publications, reports, and documentation on education and women empowerment project implementation.
- Key Informant Interviews, Focus Group Discussion, observation and Questionnaire survey with project staff, teachers, pupils, MBSSE, TSC, FQSE, the District Council, selected project beneficiaries, and community stakeholders around the project location.

The evaluation must be conducted according to the OECD/DAC assessment criteria within the Kenema district.

## Scope of work:

The evaluation will cover the entire project duration, from 01/09/2020 - 31/10/2022. Within this period, the evaluation will assess project outcomes at all levels: including all result areas, SEND partners, beneficiaries, and project stakeholders. The assessment will determine the impact and relevance of the project’s intervention on the quality of education service delivery, STEM education for girls, IT skills for teachers and the relationship with the Sierra Leone Teachers union and the education authorities in Kenema District. The evaluation

will assess the project management and activity implementation to address the results achieved, the partnerships established, and issues of capacity and approach development for SEND partnership. The evaluation will also establish best practices for future engagement and suggestions on whether replication is possible

**The content of the evaluation will include but not be limited to the following.**

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 implications for the future of the development intervention or may be relevant for broader application.

## Reporting requirements

The Consultant will have the following reporting requirements:

- Write inception report and share with SEND for review
- Conduct the evaluation based on the agreed methodology and according to tot the OECD/DAC criteria
- Presentation/discussion of preliminary findings, conclusions and recommendations with SEND staff.
- Share draft report with SEND for review;
- Finalise evaluation report after reviews 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
- A 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.

## Roles And Responsibilities

### Responsibilities of SEND SL

- Provide reference documents to the consultant, e.g., Project proposal, log frame etc.
- Assist in communicating with key stakeholders about the baseline survey
- Review the assessment tools/instruments for finalisation
- Supervise the training of enumerators, data collection and verification
- Review draft report and feedback comments to a consultant
- Participate in a validation workshop
- Disseminate the final survey report to relevant stakeholders

### Responsibilities of the consultant

- Write inception report and share with SEND for review
- Design data collection tools and share them with SEND SL
- Conduct pretesting of the tools and finalize them
- Hire and train enumerators
- Conduct the end-line evaluation in the operational communities in Kenema District
- Presentation/discussion of preliminary findings, conclusions and recommendations with SEND staff.
- Submit a draft report to SEND for review
- Submit the final report to SEND after receiving comments on the draft report.
- Abide by SEND T&Cs

## Expertise required

An expert with relevant higher education and experience in gender issues, education infrastructural improvement, capacity-building measures, and community development. Conducted evaluations following the OECD/DAC criteria (minimum five years of relevant experience).

## Expression Of Interest

Qualified and experienced consultants must submit bids with the following:

1. Technical and financial proposals with a specific focus addressing the purpose of the assignment, methodology to be used and critical selection criteria of respondents.
2. Capacity statement with on recent commission report in the last three years
3. CV or company profile with a minimum of 3 references
4. Sample report of similar work previously undertaken by the consultant

## Time Frame

The Consultant is expected to perform this contract within 23 working days. The duration of the assignment is proposed as follows

No	Task	Days
1	Desk study and literature review	1
2	Inception report to SEND for review	2
3	KIIs with project participants and stakeholders	6
4	Draft evaluation report	4
5	Presentation of the draft evaluation report to SEND	1
6	Revision of report after input from SEND and submission	2
<b>Total working days</b>		<b>16</b>

**Closing date: 28<sup>th</sup> December 2022**

**Applications must be submitted to**

**[recruitment@sendsierraleone.com](mailto:recruitment@sendsierraleone.com)**

**Women are strongly encouraged to apply.**