

Terms of Reference
for the external evaluation
of the Addressing Root Causes project in
Ethiopia

1. Introduction and background

ZOA, as the lead of a consortium with IMC, NRC and Plan International Ethiopia, has received funding from the Dutch Ministry of Foreign Affairs (MoFA) for the implementation of a project in Ethiopia (Tigray – Shire; Somali - Jigjiga and Dollo Ado; Addis Ababa). The project has a total budget of € 9.500.000 and is implemented from 2017-2021.

The expected objectives of the programme are:

Outcome 1: Improved legal status for refugees that allows for increased freedom of Out of Camp movement;

Outcome 2: Youth at risk of migration have market driven local economic opportunities that corresponds with their aspirations;

Outcome 3: Youth at risk of migration have increased knowledge of and access to quality basic services;

Outcome 4: Youth at risk of migration have an increased awareness of potential risks of migration, and have access to trustworthy sources of information on opportunities in Ethiopia and possible destination countries – enabling them to make informed decisions.

2. Objectives of the evaluation

The external evaluation, which is a mandatory requirement from the donor, will both serve external accountability as well as internal learning. It will have the following concrete objectives:

1. To provide evidence-based findings and conclusions on the extent to which each of the above-mentioned outcomes have been achieved through the implementation of the project by the consortium members;
2. To assess the extent to which (a) the project outputs have contributed to the intended outcomes and (b) the extent to which the project outcomes have contributed to the results framework Security & Rule of Law of MoFA. (Theory of Change validity);
3. To assess the extent to which the project was implemented in accordance with the principle of adaptive programming as described in the project proposal;
4. To provide lessons learned about what went well and what could have been done better in the implementation of the project;
5. To identify potential programming areas for expansion or replication.

3. Evaluation questions

The evaluation will address the following questions:

1. To what extent have the project outcomes as formulated in the project proposal been achieved?
2. To what extent has the internal logic of the Theory of Change been valid?
3. Has the project been adapted based on findings in a continuous analysis and monitoring of the local context situation (adaptive programming)?
4. What proof can be presented supporting the relevance of the projects' Theory of Change?
5. What have been challenges and difficulties during the implementation? What can be learned from these challenges?
6. To what extent has the project been implemented in a gender transformative way?
7. To what extent has the project been implemented in a conflict sensitive way?
8. To what extent are the achieved output and outcomes sustainable?
9. What are the three most important lessons learned from the project?
10. What is the level of engagement among different stakeholders in program implementation?

4. Process and methodology

A lead consultant will work closely together with a national consultant to form a team that is able to fulfil the requirements described in section 8. The evaluation will be of a qualitative nature to a large extent. Specific research methodologies will be determined in collaboration with the consultant, but should include at least Key Informant Interviews (KIIs), Focus Group Discussions (FGDs), and document review.

Sources:

The evaluation should at least be based on the following reports and documents:

- Outcome measurements ARC indicator framework 2016-2021¹;
- Baseline study 2016;

¹ It is very essential that the outcome measurements of 2021 are finalized before the evaluator starts. The final indicator values are among the most important sources to answer evaluation question 1.

- Internal Mid-term Review 2019;
- Annual reports submitted to donor;
- Annual plans submitted to donor;
- Different assessment & research reports (e.g. Patterns of migration in Ethiopia).

5. Roles of consortium & evaluator(s)

5.1 Roles of consortium

- ZOA HQ will, in close collaboration with the consortium members lead the recruitment process to identify the evaluator(s);
- The selection committee, consisting of the members of ZOA HQ and the consortium members will select the evaluator;
- ZOA HQ will, in close collaboration with the consortium members, approve the final version of evaluation report;
- ZOA Ethiopia will support the evaluation actively and host the evaluator;
- ZOA Ethiopia will write a management response to the evaluation report.

5.2 Roles of the evaluator(s)

- The lead evaluator will propose and coordinate the national evaluator in collaboration with responsible ZOA management. The lead consultant will develop and define the evaluation methodology and, if relevant will take the methodology that was used during Baseline and Mid-term evaluations into account;
- To this end the evaluator will produce an inception report. The evaluator will write a consolidated evaluation report and present the consolidated report to all relevant stakeholders;
- The local evaluator would be to manage field data collection through supervision and participating in field work.

6. Location of the evaluation

The evaluation will be carried out in Addis Ababa, Dollo Ado, Jigjiga & Shire (if the situation improves and accessibility allows). The specific sites/kebeles in each area will be selected in consultation with implementing partners.

7. Proposed schedule of activities

The deadline for the final report is 1st of July 2021. Based on this the schedule below will be followed. It is estimated that this assignment will take 35 working days for the lead and national consultant together.

Activity	Who	Deadline
Evaluator recruited	Consortium members	9 April 2021

Provide background information to consultant	Consortium members	12 April 2021
Results of outcome measurement submitted to consultant	Consortium coordinator DRC	16 April 2021
Inception report submitted to consortium	Consultant(s)	23 April 2021
Start of data collection phase	Consultant(s)	1 st of May 2021
First draft report submitted to consortium	Consultant(s)	11 June 2021
Submit feedback on draft report to consultant	Consortium coordinator DRC	16 June 2021
Final report submitted	Consultant	1 st of July 2021

8. Requirements for the evaluators

We are looking for a lead consultant that:

- Has demonstrable experience with implementing end-line evaluations for security and rule of law / youth and migration projects;
- Has knowledge and experience with project evaluations on gender and conflict sensitivity;
- Has a thorough basis in qualitative data collection and analysis and is able to make critical, balanced and fair observations and analysis;
- Has an excellent command of the English language;
- Has good writing and presentation skills;
- Complies with ZOA safety procedures and security measures where relevant;
- Relevant country experience is an advantage.

9. Deliverables

- Inception report which should include detailed evaluation methodology (based on document research and first discussions) including data collection tools and approach, workplan, team composition, proposed timeline, and a preliminary table of contents that outlines the structure of the final report;
- Evaluation report that includes recommendations for future programming (35 pages) and summary, both in English;
- 3 Best practice case studies (2 pages each); e.g. vocational skills trainings (VSTs), business groups, and information centres.

10. Recruitment process

The evaluators will be selected in two phases:

- For the first phase, interested consultants are requested to send their expression of interest to Peter Das p.das@zoa.ngo and Joppe Hamelijnck j.hamelijnck@zoa.ngo outlining availability in line with the approximate timeline. The expression of interest should contain: a. an explanation why the consultant(s) is(are) best suited for this assignment; b. CV of the lead consultant (showing education and expertise); c. an example of a similar report and/or a list of past evaluations produced; and d. an indication of the expected daily consultancy fee;
- For the second phase, the three shortlisted candidates will be requested to submit their technical offer detailing proposed methodology (consisting of 2 options: a. with COVID-19 international travel restrictions/need to work remotely; b. international travel possible), including time frame, proposed national consultant, resources needed and associated costs.

The deadline for submitting Expressions of Interest is Wednesday 24th of March 2021 11:59 pm CET.