



TERMS OF REFERENCE FOR END LINE EVALUATION OF THE SYRIA EARTHQUAKE JOINT RESPONSE PROJECT

1. Background.

1.1 Syria Earthquake Joint Response

The earthquake, which hit Southern Turkey and North-West Syria on 6 February 2023, severely damaged buildings, and infrastructure, and caused the loss of lives, injuries and homelessness at a large scale. In Syria, the earthquake increased the already existing widespread need for humanitarian assistance as a result of conflict, economic hardship and amidst a cholera outbreak and harsh winter weather.

The Syria Earthquake Joint Response (SYEJR) is a crisis response project that has a total budget of EUR 3.0 million for 6 months to provide life-saving assistance to people in Syria severely affected by the earthquake. The project started on 11 February 2023 and ends on 10 August 2023. The project is implemented by six Dutch Relief Alliance (DRA) members (Dorcas, Oxfam Novib, Save the Children, Terre des Hommes, World Vision and ZOA Syria) in collaboration with eight local partner organizations in three governorates in Syria, Aleppo, Latakia and Idlib, to address some of the most urgent needs through a multi-sectoral approach.

1.2 Dutch Relief Alliance (DRA)

The SYEJR project is implemented through a consortium of DRA members. DRA is a coalition of 14 Dutch aid organizations. The Netherlands Ministry of Foreign Affairs (MoFA) partners with the DRA to provide financial support to assist people in humanitarian crises across the globe. The structure of the DRA enables participating NGOs to respond to major international crises in a timely and effective manner, delivering greater impact than members operating independently. The rising number of humanitarian disasters around the world has placed an increased burden on international aid organizations, the DRA was established to meet these challenges. Improved cooperation and coordination between NGOs enable them to better respond to major international crises in a timely and effective manner. The SYEJR was launched as part of the DRA Acute Crisis (ACM) Mechanism in the immediate aftermath of the earthquake crisis to address the needs of the affected population.

1.3 The project overview.

Title	Dutch Relief Alliance Syria Earthquake Joint Response
Goal	To provide earthquake affected people in Syria with access to lifesaving and life-sustaining humanitarian assistance.
Project Results.	<p><u>Food Security & Livelihoods (FSL):</u> FSC-I2: Number of people enabled to meet their basic food needs</p> <ul style="list-style-type: none"> - Distribution of food parcels and provision of daily hot meals; distribution of ready-to-eat food parcels to IDPs in collective shelters, distribution of regular food parcels to host communities, support to central kitchens and rehabilitation of bakeries. <p><u>Health:</u> HEA-I5: Number of primary healthcare consultations</p> <ul style="list-style-type: none"> - Recruit staff for mobile health clinic and mobile medical teams - Operate mobile health clinic - Operate mobile medical teams - Provide medical items (medications, medical consumables) to the mobile health clinic and mobile medical teams (and associated PHCs if required). <p><u>Protection, including MHPSS:</u> PRO-I2: Number of persons who receive an appropriate response</p> <ul style="list-style-type: none"> - Case management to households, referring individuals to other services, child activities, MHPSS sessions and awareness raising <p>PRO-I5: Number of persons with increased/appropriate information on relevant rights and/or entitlements</p> <ul style="list-style-type: none"> - Protection desk, referral system, information sharing <p>PRO-II5: Number of children that received support specified to their needs</p> <ul style="list-style-type: none"> - Child protection activities and PSS - Provision of Psychological First Aid (PFA) - Provision of structured and non structured PSS. - Distribution of non-food items - children kits each containing diapers, small bags for diapers, cream for children, wet wipes, children blanket, hydration syrup for children, leak-proof texture <p><u>Shelter / Non-food Items (NFI):</u> SHL-II: Number of people having access to basic, safe and dignified shelters solutions</p> <ul style="list-style-type: none"> - Distribution of tents at HH level and collective centers <p>SHL-I4: Number of people provided with non-food items (other than hygiene/dignity kits)</p>

	<ul style="list-style-type: none"> - Distribution of winterisation items (example, clothing, blankets) - Distribution of NFI items, fuel and baby kits <p><u>Water, Sanitation & Hygiene (WASH):</u> WSH-II: Number of people having regular access to soap to meet hygienic needs</p> <ul style="list-style-type: none"> - Distribution of hygiene kits (including soap, washing powder, washing liquid, sanitary pads and tissues and/or water /cleaning supplies to both displaced individuals as well as collective centers/informal hosting settlements) <p>WSH-I2: Number of people having access to sufficient and safe water for domestic use</p> <ul style="list-style-type: none"> - Water trucking - Repair of the damaged water network(s) that supplies water to the Eastern part of Aleppo - Repair of WASH facilitations in schools/collective shelters <p><u>Multi-Purpose Cash (MPC):</u> CSH-II: Number of people benefitting from unconditional and unrestricted cash transfers</p> <ul style="list-style-type: none"> - Distribution of unconditional, unrestricted cash transfers <p>Protection is mainstreamed in all activities.</p>
Partners	<p>Lead organization: ZOA Netherlands</p> <p>Dorcas, Oxfam, Save the Children, Terre des Hommes, World Vision, ZOA Syria</p> <p>Eight local implementing partners</p>

2. Scope of the end line evaluation

The end line evaluation will be implemented between August and September 2023, with most of the data collection happening after the SYEJR project has ended (end date of the project is 10 August 2023). The scope of the end evaluation is the entire earthquake response project with a focus on the different project components and their complementarity, the collaboration between DRA and local/national partners, and the added value of the response within the larger earthquake coordination and response structure. The evaluation should cover and provide updates on achievements in all targeted sectors (WASH, FSL, Health, Protection including MHPSS, Shelter / NFI and MPC) across the intervention locations (Lattakia, Aleppo and Idleb governorates). ZOA Netherlands (lead agency) will inform the consultant about the accessibility and security situation of the project target areas before starting of the field data collection exercise and will agree with the consultant on feasible ways of data collection.

3. The objectives of the end line evaluation

The objective of the end line evaluation is to provide an holistic understanding of the project achievements, including the extent to which the project has been adapted according to the changing context and the way in which the SYEJR project has impacted the lives of the earthquake affected population (accountability). Additionally, the objective of the end evaluation is to provide learnings and recommendations for future projects (including the Syria Joint Response 2024 – 2026).

The specific objectives of the evaluation include:

- To assess the performance of the project, paying particular attention to the outcomes and outputs of the project interventions against its key result indicators.
- To understand how the project has contributed to the larger earthquake response and what the added value of the DRA response has been
- To assess the relevance, effectiveness, efficiency, coherence and sustainability of project strategies and activities.
- To assess how the project has implemented the main prioritized cross-cutting themes, such as accountability, localization, gender sensitivity and inclusiveness, and conflict sensitivity/ do no harm programming.
- To assess complementarity of project interventions and the collaboration between DRA and local/national partners

To document lessons learned and provide recommendations for future programming.

4. Evaluation criteria

The evaluation should be structured around the OECD-DAC evaluation criteria and the additional criteria as mentioned in the table below. The evaluation questions are indicative. The consultant is expected to review and improve the evaluation questions in the initial stage of the evaluation exercise.

Evaluation Criteria	Key Questions
Relevance	<p>Relevance is concerned with assessing whether the project is in line with local needs and priorities. It assesses if the intervention is doing the right things.</p> <ul style="list-style-type: none"> • To what extent was the programme able to adapt and provide an appropriate response to changing local needs and the priorities of affected people?
Efficiency	<p>Efficiency concerns an assessment of how well resources were used to achieve intended objectives.</p> <ul style="list-style-type: none"> • To what extent were activities of individual organizations and for the overall consortium timely and cost-efficient? • To what extent the project implemented in the most efficient way compared to alternatives? • What could have been done differently to complete the project more timely and efficiently? • To what extent could funds be re-allocated in time during implementation to respond to new developments?
Effectiveness	<p>Effectiveness is about the extent to which the project has achieved its objectives.</p>

	<ul style="list-style-type: none"> • To what extent were the project targets and objectives achieved? • What were the major factors influencing the achievement or non-achievement of the objectives?
Sustainability	<p>Sustainability in the context of this intervention is concerned with responding to acute and immediate needs, while taking the longer-term into account.</p> <ul style="list-style-type: none"> • Were activities carried out in a context that took longer-term and inter-connected problems into account? • Did activities contribute to individuals being more prepared, resilient and less at risk than before? • How likely is it that any positive changes may be sustained in the short- and medium-term?
Coherence	<p>Coherence refers to the compatibility of the intervention with other interventions (and policies) in the country, sector and / or institution. The distinction is made between internal coherence (synergies with interventions carried out by the same institution/government, and with international norms and standards) and external coherence (consistency of the intervention with other actors' interventions: complementarity, harmonization, coordination and added value).</p> <ul style="list-style-type: none"> • To what extent was internal and external coherence of the project ensured? • How did coordination and collaboration between the consortium members happen and contribute to coherence?
Other criteria	
Gender sensitivity and inclusiveness	<p>Gender-sensitive programming was a mandatory requirement. Inclusiveness was required to ensure the needs of the most vulnerable were addressed.</p> <ul style="list-style-type: none"> • To what extent was a gender-sensitive programming approach applied in the project? • How was the gender and age marker used? • To what degree did the program address the needs of vulnerable groups?
Accountability	<p>Accountability was mandatory to address through the project cycle.</p> <ul style="list-style-type: none"> • To what extent was the affected population meaningfully informed and involved in the design and planning process, and throughout implementation? • What feedback mechanisms were in place? How has beneficiary feedback been addressed?
Conflict sensitive and do-no-harm programming	<p>Conflict sensitive and do-no-harm programming were mandatory.</p> <ul style="list-style-type: none"> • How were conflict-sensitivity and do-no-harm programming integrated into the project design and applied during project implementation?
Delivery model	<p>Collaboration with local partners was mandatory (minimum 35% of the budget allocated to local partners).</p>

	<ul style="list-style-type: none"> • How have local partners been involved in the project design, throughout implementation and in decision-making? • To what extent have partnerships with local partners been effective and how has this added value to the response?
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5. Evaluation Methodology.

The consultant is expected to determine the methodological approach for the end evaluation of the SYEJR project. The methodology should be further detailed in the inception report and will be approved by the SYEJR Response Taskforce, including the research tools. The SYEJR partners provide the following guidance for the development of the methodology:

- The consultant is expected to use and review existing project documents during the end evaluation. These documents include the ACM project proposal and logframe, monitoring and progress reports, financial reports, policies and strategies, and any other relevant project document. ZOA Netherlands will provide the external consultant with all available project documentation at the beginning of the consultancy.
- A mixed research methodology is preferred, which includes the collection of qualitative and quantitative data.
- Triangulation of data is important. Therefore, the consultant is expected to use multiple data sources to allow for the verification of results.
- If possible, the consultant (or the consultancy team) will undertake field visits to the project implementation areas to collect primary data amongst a variety of stakeholders, including project staff of international and local partners, local authorities, beneficiaries and other relevant persons. Participation of stakeholders in the evaluation should be maintained at all times, reflecting opinions, expectations, and visions about the contribution of the project towards the achievement of its objectives.
- The consultant must consider participants' safety throughout the evaluation (including recruitment and training of research staff, data collection / analysis and report writing) as well as research ethics (confidentiality of those participating in the evaluation, data protection, age and ability-appropriate assent processes) and quality assurance (tools piloting, enumerators training, data cleaning).
- The consultant is expected to be aware of and understand political sensitivities, consult the SYEJR lead agency regularly and adapt the evaluation approach if needed.

6. Deliverables

The table below provides an overview of the expected deliverables.

Deliverables	Description	Timeframe
INCEPTION REPORT	Must contain: <ul style="list-style-type: none"> • Logic of end line evaluation proceedings based on desk review • Findings from the desk review 	Within 5 days after signing of

	<ul style="list-style-type: none"> Revised / improved evaluation questions and an overview on how these will be answered Detailed work plan, research methods, sources, procedures for data collection, analysis, sampling of key indicators etc. Proposed timeline of activities, schedule of tasks and submission of deliverables The report will be shared with relevant stakeholders for feedback and approval 	the contract (25 August 2023)
DRAFT REPORT	<ul style="list-style-type: none"> The draft report should structurally mimic the final report (see below for structure), address most of the assessment questions and work towards presenting meaningful findings, conclusions, and recommendations. The draft report will separately present the tools used and findings (figures and graphs) of beneficiary data Draft report will be shared with relevant stakeholders for feedback and approval 	20 September 2023
FINAL REPORT	<p>The final report will include the following:</p> <ul style="list-style-type: none"> Feedback on the draft report has been addressed Systematically assess the project impact on beneficiary individuals and institutions Provide factual evidence of direct and indirect results of interventions Synthesize information received for purposes of conclusion and recommendation Honest representation of observations from the desk review and primary data collection <p>The final report will consist of the following sections at a minimum:</p> <ol style="list-style-type: none"> Table of contents Executive summary Intervention description Scope of the evaluation Purpose and objectives of the evaluation Methodology Findings Lessons learnt Conclusion Recommendations Annexes - photos, human stories, final research tools, bibliography of secondary data used, a list of persons interviewed. <p>Alongside the evaluation report the consultant will provide the raw data.</p>	30 September 2023
Power point presentation	The consultant is required to develop and submit a high quality power point presentation with the main findings and recommendations from the end evaluation. The consultant is expected to present	Between 25 and 29 September

	this to relevant stakeholders before finalizing the final evaluation report.	
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7. Timelines

The consultant is expected to provide a detailed workplan, including timelines, as part of the inception report. The below timelines and deadlines should be considered:

Task	Date / deadline
Submission proposals	9 August 2023
Proposal considered, short listing and follow up enquiries completed	11 August 2023
Interviews with selected consultants	16 & 17 August
Signing of contract with selected consultant and kick-off meeting	21 August
Submission inception report	28 August
Data collection	Between 30 August and 12 September
Submission draft report	22 September
Presentation of results	Between 25 and 29 September
Submission final report and final deliverables	30 September

8. Budget

Interested consultants are required to provide a budget including travel costs, number of working days per specific activity, daily rate and any other costs. The budget range for this evaluation is between 18,000 and 23,000 EUR.

9. Reporting procedure.

The consultant will directly report to ACM SYEJR Lead Coordinator (ZOA Netherlands) during the entire period of this assignment. The consultant will closely work with the SYEJR Country Coordinator and relevant staff from partner agencies.

10. Required qualifications

The specific requirements for this assignment are hands on experience in evaluating a joint response program implemented by international and national partners (or another consortium-based humanitarian program with a variety of implementing agencies), and experience in evaluating multi-sectoral humanitarian response programs. Additional required qualifications are detailed below.

- Extensive experience in research work and in assessments/evaluations. Knowledge of mixed research methodologies and application of various tools including practical experience in assessments, planning, implementation, monitoring and evaluation of humanitarian interventions. Proven experience of using participatory methods is required.
- At least a master's degree in economics, developmental studies, business administration and social science or related field for the lead consultant/ a minimum of bachelor's degree on the relevant academic areas with 7 years of progressive experience in research.
- Strong experience in humanitarian response, Child Safeguarding and knowledge of humanitarian standards (CHS, Sphere, Code of Conduct).
- Understanding of and experience in evaluating cross-cutting themes, including gender equality, accountability and conflict sensitivity / do-no-harm.
- Good understanding of the Syrian context is required. Previous working experience in Syria is considered an advantage. The consultant / consultancy team needs to have access to the whole of Syria and the ability to collect data on a short notice.
- Excellent analytical and report writing skills with skills in using statistical packages such as SPSS, STATA etc.
- Fluent in English. Understanding of Arabic will be an added advantage.
- Cultural awareness and ability to operate in politically complex and sensitive environments are required.

11. Application procedure

Individuals/firms that meet the above requirements should submit a full proposal to k.bresser@zoa.ngo by 9 August 2023, which should include:

- i. Technical Proposal detailing the approach, methodology and work plan of the assignment.
- ii. Financial Proposal including daily rates in Euro with detailed breakdown including travel costs, number of working days per specific activity, daily rate and any other costs
- iii. CV of the lead consultant and contact details of two professional referees. If the consultant works with a team, CV's from team members should be included as well.
- iv. Copies of at least 2 (two) similar assignments done in the last 3 years
- v. Firms based/registered in Syria must produce operating license
- vi. Shortlisted applicants will be invited to an interview

