



### Terms of Reference

#### Mid-Term Assessment for the Somalia Resilience Action Consortium (STREAM consortium) Program

<b>Organization</b>	Somalia Resilience Action Consortium (STREAM consortium)
<b>Project</b>	Building Resilience through Social Safety Nets in South-Central Somalia
<b>Position Type</b>	Short-term Consultancy
<b>Assessment Topic</b>	Mid Term Assessment for the Somalia Resilience Action Consortium (STREAM consortium) Programme
<b>Position Location</b>	Lower Juba (Kismayo, Dhobley and Afmadhow) - Somalia
<b>Duration</b>	Thirty (30) Days
<b>Reporting To</b>	Consortium Monitoring and Evaluation Coordinator
<b>Working With</b>	STREAM consortium Secretariat, ACTED, SADO and Adeso Monitoring and Evaluation units
<b>Starting Date</b>	Immediately
<b>Application Deadline</b>	20 <sup>th</sup> October 2017
<b>Vacancy Contact</b>	Please send applications to <a href="mailto:consultancy@adesoafrica.org">consultancy@adesoafrica.org</a> , Adeso will only respond to short-listed applicants.

#### BACKGROUND AND INTRODUCTION

The STREAM Consortium, established in early 2013, aims to provide a sustainable opportunity for resilience building for communities chronically affected by food insecurity and humanitarian crises in Lower Juba. Targeted communities will benefit through the delivery of predictable and regular cash transfers to vulnerable households, alongside investment in diverse livelihood bases and the provision of support and community led preparedness, early warning and timely response systems. ACTED, SADO and Adeso have extensive experience of and presence in humanitarian programming in Somalia, in particular in South-Central Somalia and Lower Juba.

#### PROJECT SUMMARY

Stream Consortium is implementing a project dubbed “Building Resilience through Social Safety Nets in South-Central Somalia’. The project is a long term, predictable, market-based intervention which has the potential to improve households coping mechanisms and livelihood opportunities, minimizing the negative impacts of shocks. It aims at reducing lower Juba community’s vulnerability to acute and chronic food insecurity.

STREAM Consortium aims to provide a sustainable opportunity for resilience building for communities chronically affected by food insecurity and humanitarian crises in Lower Juba. Targeted communities will benefit through the delivery of predictable and regular cash transfers to vulnerable households, alongside investment in diverse livelihood bases, the provision of support and community led preparedness, early warning and timely response systems. Resilience will be strengthened not only at the household level directly, but through implementing improvements to systems and policies in terms of early warning and disaster preparedness.

The program will reach 5,000 households with regular cash transfers and livelihood support, and the overall communities - an estimated 18,000 households will benefit from improved access to early warning messaging, disaster risk reduction and a scale-up of cash transfers in the event of a shock or disaster event. The project will support a body of research on Social Safety Net Programming, enabling service providers to continue to deliver better designed Safety Net interventions into the future.



The project target locations are the three districts of Lower Juba region, namely Kismayo, Afmadow and Dhobley, where ACTED and Adeso each have a strong presence.

### ASSESSMENT GOAL

The overall goal of the assignment is to provide evidence of progress made and achievements at the mid-term and contribute to aid effectiveness of the support provided by EU to Lower Juba communities in Somalia.

Outcome of this assessment will be used to fine-tune the remaining project and decision making as to how activities are to be conducted, changed, organized or strengthened. It will guide activity implementation and monitoring for the remaining project period.

### SCOPE OF THE ASSESSMENT

The scope of this assessment is to determine the relevance, efficiency, effectiveness, impact, sustainability, crosscutting issues and donor guidelines adherence. Since the projects are at midpoint of their lifecycle, the contracted firm will just estimate likelihood that project will have intended impact, but more specifically;

- i. Measure the project's indicators
- ii. Assess the quality of the partnership among the various implementation partners, mid-way through the project.
- iii. Support a joint detailed programming of the remaining activities
- iv. Revise the logical framework of the programme and projects
- v. Identify and document lessons learnt and best practices.

Outcome of this assessment will be used to fine-tune the remaining project and decision making as to how activities are to be conducted, changed, organized or strengthened. It will guide activity implementation and monitoring for the remaining project period.

### Key questions to be answered by the assessment are:

#### Relevance

1. What was the overall theory of change for the project? Has it been effective in bringing about lasting change? Were there any gaps?
2. What are the most effective methodologies and approaches the project is using to bring about changes to people's lives? What has worked and what has not? What lessons have been learned? Whom have they been shared with?
3. To what extent has the project outcomes been achieved? Were there any unexpected outcomes? How can the remaining outcomes be achieved?
4. Are those changes relevant to people's needs?

#### Effectiveness and Efficiency

1. Has the programme performed against its targets? Which targets were met and which ones have not and why?
2. How effective are the project's management, monitoring, learning, and financial systems?



## Sustainability

1. Are the changes likely to be sustainable in the long term?
2. Have there been changes to policies, practice, attitudes of decision and policy makers to benefit the project's target groups?
3. The extent to which gender has been and can be successfully mainstreamed in the programme
4. The value individual partners have added

## METHODOLOGY

The assessment will be coordinated by an external firm who will further review the methodology and selection of parties to be interviewed. The methodology will be further defined by the consultant and in this regard the successful firm shall provide STREAM consortium with an inception report, containing an overview of their understanding of the assessment, planned work, suggested methods and potential interviewees as well as any parties they see fit to engage, to be approved by the consortium secretariat and project partners. It is envisaged that the final outcome of the assessment will include a different faucets to be reviewed by the teams.

### Documentation Review

A systematic review of relevant available project documentation will be done by the selected firm. This will include reviewing of the financing agreement and contracts (including log frames), project narrative and financial reports and studies, relevant tools for documenting and monitoring project activities, project baseline survey, comprehensive assessment pieces, consortium partners documentation, reports from third party monitors, existing relevant studies, reviews and monitoring reports and any other relevant documents.

### Specialized Data Collection

The consultant will undertake surveys to obtain information from a representative sample of individuals from the target groups (household questionnaires, key informant interviews, Focused group discussions. Consortium partners will make available the necessary information.

### Field Visits

The contracted firm will select relevant sites to be visited (taking into account eventual security concerns) to review the quality of work and conduct Focus Group Discussions / Key informant interviews. The contracted firm will take necessary measures to ensure adequate contact and consultation with, and involvement of, the different stakeholders of the specific activity being evaluated.

### Joint Revision of Log Frames and Work Plans (Joint Programming)

The contracted firm will prepare with the stakeholders the programming of the remaining activities and will provide recommendations if required on the operations and monitoring management of the activities. The specific targets for reviewed indicators will have to be set after the assessment-from the results.

### Reporting Phase

This phase is mainly devoted to the preparation of the final report. The report (as well as previous reports and notes) must match quality standards. The contracted firm will first summarize findings and present a draft report to the Consortium secretariat for comments. Consequently, the contracted firm will prepare a presentation to share their findings with different stakeholders both in Nairobi level and field level. This will then be followed by documentation of



the final report. The contracted firm will make sure that the assessments are objective and balanced, recommendations are robust and realistic.

The contracted firm must also comply with the communication and visibility manual for EU External Actions concerning acknowledgement of EU financing of the project.

## DELIVERABLES

1. Inception Report to be reviewed and validated by STREAM consortium secretariat: includes proposal containing an initial work plan and detailed methodology, analysis plan, report outlines of final products, each assessment sector survey tools, process of data collection, analysis as well as final set of data-collection tools and the revised budget if needed.
2. Assessment of the relevance of the strategy and design of the program and contracts:  
Evaluation of the robustness, quality and realism of the theory of change underpinning the programme, including logic of causal relationship between inputs, activities, expected outputs, outcomes and impacts (against specific and development objectives) and validity of indicators, assumptions and risks. Analyze of the design of the programme including duration, scope, activities selected, budget, stakeholder and beneficiary targeting, institutional set-up and management arrangements, approach and methodology.
3. Assessment of the projects efficiency and effectiveness of ways of working.  
Analyze of what is working well and what is not working well under each result area and analyze the major factors influencing the achievement/non-achievement of programme objectives. Assessment of the effectiveness of the implementation and management of the consortium partners (including quality and realism of work plans; staffing, efficiency and effectiveness of operations management; gaps and delays if any between planned and achieved outputs, the causes and consequences of delays and assessment of any remedial measures taken, efficiency in producing outputs; effectiveness of internal monitoring and review processes (quality and ability to collect appropriate information); quality and quantity of administrative and technical support). Assessment of the financial resources management. Assessment of efficiency and effectiveness of coordination and steering bodies. Assessment of cost effectiveness and value for money. Assessment of the collaboration between the stakeholders involved in project implementation. Assessment of cross-cutting issues mainstreaming in the initiative.
4. Stock taking of results achieved to date.  
Exhaustive quantitative and qualitative appraisal of the progress, results and effects of the programme and activities performed by the implementing partners. If correction or additional work should be undertaken in specific sites where works were done, the report should indicate it. Evaluation of what difference the project is making to the targeted beneficiaries and the appropriateness of the selection of the beneficiaries: assessment of the ownership and commitment from the beneficiaries of objectives and achievements. Analyze of to what extent are the programme activities and/or funding expected to continue after the donor funding will cease and how to optimize the sustainability in the remaining implementation period.
5. Updated work plan per implementing partner and recommendations towards coordination, reporting and monitoring for the remaining implementation period.
6. The contracted firm will support the preparation of a detailed programming of the remaining activities per consortium partner optimizing value for money, sustainability and impact (including type of work and cost estimate). Revised work plans are relevant and agreed by the parties involved.
7. Review of indicators and log frame.



Based on findings of assessment of the appropriateness of the indicators, the contracted firm will support in revision of logical framework of the programme and projects and also recommend its use in project monitoring. The emphasis to be placed on the added/reviewed indicators making sure that fresh targets are set and amendments done accordingly.

8. Documentation of lessons learnt and best practices.

Lessons learned and good practices if any, must be innovative, demonstrate success, had an impact, and be replicable.

9. Adequate contact and consultation with, and involvement of the different stakeholders.

10. Raw data summaries and data sets used.

## REPORTING

The contracted firm will submit the following reports in English:

**Inception Report** of maximum 12 pages to be produced after ten working days from the start of contract. The contracted firm should precede with field work unless the consortium sends comments on the inception report and tools.

**Interim Report** to be produced after one month from the start of assessment. This interim report should present key findings and recommendations and the stock taking of current results achieved and should include a Reader-friendly executive summary.

**Draft Final Report** of maximum 40 pages (main text, excluding annexes). The final report should follow a structure to be defined during the inception period and take account of the comments received during debriefings with the consortium members. This report shall be submitted no later than 15 days before the end of the period of implementation of tasks.

**Final Report** with the same specifications as the draft final report, incorporating any comments received from the consortium members on the draft report. The deadline for sending the final report is 10 days after receipt of comments on the draft final report. The report shall contain a sufficiently detailed description of the different options to support an informed decision on the programme implementation. The detailed analyses underpinning the recommendations will be presented in annexes to the main report. The final report must be provided along with the corresponding invoice.

All reports must match quality standards. The text of each report should be illustrated, as appropriate, with maps, graphs and tables and photographs. The reports should reflect a rigorous, methodical and thoughtful approach;

There should be availability of body of evidence on which the findings are made so as to support the reliability and validity of the evaluation;

Recommendations should be firmly based on evidence and analysis, be relevant and realistic, with priorities for action made clear. They can tackle strategic, managerial or operational issues; each recommendation should be clearly addressed to the appropriate stakeholders. Responsibilities and the time frame for their implementation should be stated, to the extent possible.

## CONSULTANCY PERIOD

The assessment shall be completed within a period of 25 days. The final report is expected to be finalized by the end of November 2017. This assessment is part of key result areas of the consortium hence timelines agreed between STREAM and the firm are strictly to be adhered to.



## POSSIBLE FIELD WORK:

The consultancy is expected to commence within October 2017. The consultant will prepare an assessment work plan/schedule to operationalize and direct the assessment for the stipulated period of the assignment. The work plan will describe how the assessment will be carried out, bringing refinements, strategy, specificity and elaboration to the terms of reference.

*Contracted firm will need to provide his/her own travel insurance and the same will be applicable to personnel independently deployed for data collection.*

## MANAGEMENT AND COORDINATION

The contracted firm will report to the M&E focal point of the Consortium and will work closely with consortium secretariat and the implementing partners.

## QUALIFICATION PROFILE

### Qualifications of the Team Leader

- Master's degree in community development, planning, research, monitoring or social sciences and other areas relevant to the assignment.
- At least 15 years of relevant professional work in social research or related studies with specific reference to profiling of sequential shocks in a volatile environment.
- Experience working and collaborating with diverse sets of stakeholders, such as local NGOs, government officials, donor representatives, local and international staff.
- Thorough knowledge and understanding of social protection programming approaches and its linkages.
- Extensive experience in working with INGOs and local NGOs, local authorities and beneficiaries.
- Demonstrated analytical and writing skills.
- Previous work experience in Lower Juba, Somalia will be an added advantage.
- Excellent knowledge of English with supportive Somali speaking capabilities.

## INTELLECTUAL PROPERTY RIGHTS

All documentation related to the assignment shall remain the sole and exclusive property of the STREAM Consortium.

## APPLICATION PROCESS

Applications should be submitted to [consultancy@adesoafrica.org](mailto:consultancy@adesoafrica.org) with the subject line: **STREAM Mid Term Assessment for the Somalia** not later than **20<sup>th</sup> October 2017**. The selection committee consisting of the secretariat will review all applications as they arrive. All applicants must meet the minimum requirements described. The application must have one page cover letter; Technical proposal and proposed comprehensive budget for the whole assignment i.e. the application package should include the following:

- A one page application letter addressing:
  - The lead consultant's previous experience and how it's relevant to the proposed assignment.
  - The names, expertise, years of experience and relevance of team members in undertaking this



**ACTED**



assignment.

- A comprehensive proposal. Showing the firms understanding of the Terms of Reference.
- Updated CVs for all consultants of the bidding firm including relevant work, number of days required, specific roles, experience and qualifications.
- An explanation or a chart of showing how the team will be organized and an estimate number of days for each team member.
- Detailed comprehensive budget. Covering all assessment costs i.e. Total number of days verses individual man-days, per diem, flight tickets, assessment training costs, transportation & accommodation costs; visa fees e.t.c. The consortium will not cater for any costs or be liable for other additional costs due to other factors.
- Samples of recently written reports on similar assignments. Individual sector assignment reports can also be submitted in lieu of the above i.e. reports on conflict dynamics, markets, FSL e.t.c.
- An updated company profile detailing the composition, management and areas pf expertise.
- Contact details for at least three references the consortium can contact.