

Terms of Reference for Consultant or Company to undertake Final Evaluation of Intervention for More Durable Assistance and Development (IMDAD)

1. Background

Malteser International (MI) the worldwide relief agency of the Order of Malta for humanitarian aid, works in more than 25 countries in Africa, Asia, and the Americas for people in need, regardless of their religion, origin, or political affiliation. Our mission is to provide emergency relief as well as to implement rehabilitation measures and to facilitate the link between emergency relief and sustainable development. Christian values and the humanitarian principles of impartiality and independence form the basis of our work in the following areas: Relief, Reconstruction & Rehabilitation; Health & Nutrition; Water, Sanitation & Hygiene (WASH); Livelihood & Social Programs and Disaster Risk Reduction.

Malteser International has been caring for host communities and displaced people in Iraq since 2014 with a permanent presence on the ground. In the regions of Kurdistan (Dohuk, Erbil) and central Iraq (Ninewa), we have worked with local partner organizations to provide medical care for the local population and displaced people. We also provide vocational training and training courses in agricultural production for food security for returnees. Since 2018, we have been involved in a comprehensive program of reconstruction in the region, through which we are helping displaced minorities to return to their homes in Ninewa. This initially included repairing their damaged or even destroyed homes. In our current project, groups and small and medium-sized businesses to restart, creating jobs, and training positions, promoting social cohesion and peaceful coexistence among the various ethno-religious groups, and improving access to healthcare. Currently MI is implementing in partnership with NNGOs “Intervention for More Durable Assistance and Development (IMDAD)” Project in Sinjar, Talafar, Tilkief and Hamdaniya districts of Ninewa Governorate from May 2021 until 30 April 2024 with a budget of 4,99 Million Euro.

2. Project Description

Project Title	Intervention for More Durable Assistance and Development (IMDAD)
Objectives	<p>IMDAD by building economic recovery, social cohesion and access to good quality health care and rehabilitative services, with a focus on the most vulnerable among the population in Sinjar, Talafar, Tilkief, and Hamdaniya. There are two Specific Objectives:</p> <ol style="list-style-type: none"> 1. Community members have increased self-sustainability and income through strengthened capacity in livelihoods activities in a context of peaceful community cohesion and harmony in the selected districts. 2. Increased access, quality, and efficiency of essential health services by rehabilitating health infrastructure and building DoH staff and institutional capacity in underserved districts of Sinjar and Talafar.
Start and End Dates	05/2021 – 04/2024
Duration	36 months
Locations	Sinjar, Talafar, Tilkief and Hamdaniya districts in Ninewa governorate
Sectors	Livelihood, Health, Social Cohesion

Target beneficiaries	Women, youth, men, persons with disabilities and their families; including Yezidi, Turkman, Shabak, Christians, Kakai, Kurds, Arab Shia and Sunni communities living in the districts of Sinjar, Telafar, Telkief, and Hamdaniya. In total the project aims to reach 18,500 direct beneficiaries.
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3. Purpose and Scope of Evaluation

This end of project evaluation focuses on the entire implementation period. The evaluation is forward looking and will capture effectively lessons learned and provide information on the nature, extension and where possible, the potential impact and sustainability of the project against its expected results. The scope of the evaluation will be based on the OECD-DAC criteria of relevance, efficiency, effectiveness, impact, and sustainability and will be in line with BMZ evaluation guidelines ([Evaluation | BMZ](#)). Relevant criteria are associated with a number of key questions that are to be addressed and explored (under section 4). Specific objectives include:

- To assess the level/degree of impact of the project against expected results.
- To assess the design, planning, delivery, and management of the project by MI and partners.
- To identify and assess key internal and external factors – whether positive or negative – that have contributed, affected, or impeded achievements, and how MI and the partners have managed these factors.
- Project is being evaluated in its ending phase, to provide lessons learnt from the project and make recommendations that will help inform MI's design and implementation of future projects in Iraq. It might be that the donor will provide MI with a cost extension of the project. The end evaluation will then be seen as a mid-term evaluation. This needs to be taken into consideration.

4. Evaluation Criteria and Key Questions to be Addressed in the Evaluation

The following provides a guide to the questions to be addressed by this evaluation, under each of the OECD-DAC criteria below:

Relevance

- a) To what extent was the project intervention's responsiveness to the needs and priorities of stakeholders?
- b) To what extent were the stakeholder groups engaged throughout design and implementation of the project?
- c) Did any changes occur during project implementation and how did the interventions adapt to the changes?
- d) To what extent was the design of the budget support programme appropriate and relevant given the political, economic, and social context of the project area?
- e) To what extent did the intervention's design reflect the rights of individuals, different population groups and communities and include feedback from a diverse range of local stakeholders including marginalized groups?
- f) Did the project interventions meet the practical and strategic needs of target individuals, different population groups and communities?
- g) To what extent did the project consider environmental sustainability and ecological impact within its design and implementation?

Efficiency

- a) Have inputs been converted into outputs in a cost-efficient way? What cost-effective alternatives could have been used?
- b) Were the resources allocated justified and adequate to meet the program targets?
- c) To what extent has covid-19 affected the project and was the project able to adapt adequately to the context?
- d) Were the activities implemented in a timely manner?
- e) Was the project implemented based on the best use of existing resources/capacity; e.g., the capacity of the partners and MI?
- f) Did project activities overlap and duplicate other similar interventions (funded nationally/regionally and /or by other donors)?
- g) What are the strengths, weaknesses, opportunities, and threats of the project implementation process?

Effectiveness

- a) To what extent have the planned results been achieved overall objectives and lead to the intended outcomes?
- b) How did women, children, persons with disabilities and other vulnerable groups benefit from the results?
- c) What were the main challenges of the project and how well were they addressed?
- d) How were target groups informed about and involved in the project and its measures and were they able to adequately provide feedback?
- e) Are there any activities that should have been included in the action but were not in order to achieve the planned outcome?
- f) Was the established monitoring system adequate to provide oversight and steer the implementation?
- a) To what extent has the Covid-19 pandemic, security, access, selection process had an impact on the effectiveness of project implementation?
- b) To what extent has gender been mainstreamed in the project?
- c) What are the future intervention strategies and issues?

Outcome/Impact

- a) What visible/evident as well as wider impacts are emerging from the project implementation on individuals, different population groups and communities?
- b) Did all the intended target groups, including the most disadvantaged and vulnerable, benefit equally from the intervention? What real difference does the project make to the beneficiaries?
- c) Did the project respect the do-no-harm principle? Is the intervention leading to other changes, including “scalable” or “replicable” results? How will the intervention contribute to changing society for the better?

Sustainability

- a) Has the project achieved the objective and capacities strengthened at the individual and institutional level (including contributing factors and constraints)?
- b) To what extent are the projects' activities sustainable? How can this be improved in future? What are the recommendations for similar support in future?

Cooperation

- a) Has there been adequate cooperation with relevant authorities and humanitarian coordination bodies?
- b) How was the cooperation between MI and the partners during implementation?

5. Methodology of the evaluation

Although the security situation in project locations is difficult but not insecure, it is envisaged that the evaluation will be done both remotely and on the ground. In addition, the evaluation methodology should be participatory and inclusive (consultations with involved stakeholders, such as beneficiaries, health staff, local authorities), sensitive to local conflict dynamics, social norms, and practices, and ethical in data collection practices (safety, informed consent, etc.).

The evaluation will use a mix of quantitative and qualitative methods and draw on both primary and secondary data collection techniques. The methodology should include:

- Desk review of all relevant project documentation
- In-depth interviews with relevant stakeholders and key informants for primary data collection
- Focus group discussions (FGD)
- Direct observations in the field

All interviews and interactions with beneficiaries and targeted communities should be in Arabic / local language.

6. Deliverables

Key outputs/results to be completed by the Consultant/Company are:

1. Inception report including scope of work, work plan, timing, evaluation questions
2. Developing a draft report together with raw data
3. Final report, containing but not limited to:
 - a. Executive summary
 - b. Methodology
 - c. Main findings
 - d. Conclusion
4. Annex (list of KII interviewed, questionnaires)

The final report should be submitted in English together with raw data as annex(es). The report should not be more than 25 to 30 pages, excluding annexes.

7. Timeframe

The evaluation process needs to be completed and the report finalized by 21 March 2024 within the following suggested timeframe:

#	Step	Estimated number of days	Deliverables	Estimated timeframe / tentative dates
1	Literature review	2 days		8 Jan 2023
2	Developing tools	10-14 days	Inception report	8-18 Jan 2024
3	Kick-off workshop	1 day		21 Jan 2024
4	Data gathering	30 days	Raw data	21 Jan 2024 – 21 Feb 2024

5	Data analysis	10-14 days	Draft report	22 Feb – 7 March 2024
6	Report writing	10 days	Final report	21 March 2024
7	Debriefing	1 day		26 March 2024

8. Evaluation management

The Consultant/Company shall coordinate with the MI Iraq team during planning and implementation of the evaluation. The Consultant/Company is expected to liaise with the partners including MI in Ninewa governorate when conducting data collection visits. The Consultant/Company is responsible for their own logistics, including:

- Access to the field
- Obtaining visas / relevant permissions
- Transportation
- Lodging
- Office space and stationery
- Translations

9. Required qualifications

We are looking to select a Consultant/Company with the following skills, knowledge, and experience:

- Strong theoretical and practical knowledge of Evaluation and Learning processes, especially relating to livelihood, small physical infrastructure, health interventions in insecure and complex environments.
- Ability to networking and coordination with government departments including University of Mosul, Chamber of Commerce: Potential collaboration for trainings, Ministry of Labor and Social Affairs (MOLSA), Dept. of Labor and Social Affairs (DOLSA), Directorate of Agriculture (DoA) and extensions, Ministry of Health (MoH) and Directorate of Health (DOH) and PHCC staff, Municipalities, Mayor's office, village chiefs (mukhtars), security forces, Joint Monitoring and Coordination Centre (JCMC), UNDP, and WHO
- Ideally at least 10 years' experience conducting project evaluations.
- Good knowledge of Ninewa context and humanitarian response
- Ability to access permission in Ninewa governorate (Tilkaif, Sinjar, Telafar, Hamdaniya districts)
- Excellent communication, written and reporting skills; English and Arabic needed.

10. How to apply

The interested Consultant/Company shall provide until 10 December 2023 17:00 (Iraqi Time):

1. Technical Proposal: Methodology, timeline, management structure, data collection and analysis plan
2. Financial proposal in USD
3. Individual/Company profile with CV of lead evaluator (CV in case of individual consultant)
4. List of previous similar evaluations
5. Example of a previous report or publication of a similar evaluation
6. Registration licenses to work in KRI and Iraq including access permission by DNGO

In case of questions, please contact Khalid Javed (khalid.javed@malteser-international.org), all questions should be submitted before 30 November 2023