

Terms of Reference for End of Project Evaluation for CSF07-16, I AM GIRL – reducing barriers to the education of adolescent girls and other children in 04 primary schools and communities in Uganda.

1. Background

Fields of Life (FOL) is a non-denominational Christian international development organisation with almost 25 years of experience working in East Africa. We work in Uganda, Rwanda, Burundi, Kenya, Democratic Republic of Congo and South Sudan seeking to work with partners in providing sustainable community development. Our vision is to change lives, transform communities and build hope in East Africa.

Among FOLs programs interventions is provision of water sanitation and hygiene (WASH) services for underserved schools and communities. The WASH program is being supported with funding from various donors including Irish Aid, the McClay Foundation, Guernsey Overseas Aid and trusts like Bishops Appeal, among others.

Information about the project:

By 2015 Sub-Saharan Africa had the world's highest school drop-out rate. More than 2 in 5 children who started school would not complete primary education. Uganda had the highest dropout rate in East Africa at 68%. UNESCO asserted that absenteeism and dropout was higher among girls than boys and "absenteeism and quality of education are being affected by the start of menstruation, a lack of ability to manage it, as well as other issues related to puberty". UNICEF's report UNICEF's 2013 report for Uganda on school enrolment and completion estimated 86% of Uganda school girls absent themselves from school due to lack of sanitary towels and girl-friendly washrooms and may drop out of school. Another study by SNV in 2013 on Menstrual Management in Uganda found out that girls lost up to 11% of school learning days due to menstruation.

Girls in Uganda from low income families typically did not have access to sanitary pads for Menstrual Hygiene Management (MHM) and used rags, leaves, newspaper, cotton wool and other materials tucked into their underwear. Others did not have underwear which increases menstruation challenges. Inadequate safe water supplies and the absence of "girl friendly" clean and private latrines, soap and private drying places added to the problems of ensuring good MHM. SNV concluded that one key means of keeping girls in school was the provision of better menstrual management materials and facilities. The Ministry of Education Science, Technology and Sports recognized that introduction of menstrual hygiene management guidelines for schools, provision of locally made sanitary towels, and coaching classes on personal hygiene have been based on the realization that menstruation is one of the leading causes for girls dropping out of school.

Abuse of children in schools in Uganda was endemic and there was little evidence of a prevailing child protection culture or awareness of children's rights. UNICEF's 2015 situation analysis of children in Uganda found that "Violence in schools was widespread, contributing to high dropout rates and poor performance". Although banned in 1997, UNICEF reported that caning by teachers remained common. They report that "children (particularly girls) were also vulnerable to sexual exploitation" and that "government spending on child protection was marginal."

In response to the above circumstances, Fields of Life with support from Irish Aid – CSF and the McClay Foundation agreed to implement the project I AM GIRL – reducing barriers to the education of adolescent girls and other children in 04 primary schools and communities in Uganda starting in July 2016. This pilot action targeted 04 schools in the districts of Mubende and Mityana in central Uganda and has been implemented in collaboration with the Government of Uganda through the two District Local Governments, and Gender and Water sector line Ministries. This project, covered 12 months starting July 2016 and ending June 2017. It is on this note that Fields of Life is seeking to procure a consultant to evaluate the end of project.

2. Purpose of the evaluation

The purpose of the evaluation is to assess the results of the project focusing on achievement of the specific objectives of the project, its outcomes and impact on the lives of girls, children women, and schools who have been directly involved in the project activities, including the communities and on the responses of other stakeholders at local and district levels.

It will also gauge the level of community and other stakeholder participation and ownership of the implementation process. It shall identify the intended and unintended outcomes, best practices, lessons learned as well as challenges arising from programme implementation. In addition, the evaluation will come up with conclusions and recommendations on the way forward. This type of evaluation at the end of the intervention is expected to contribute to both strengthening accountability of Fields of Life to its donors and key stakeholders including beneficiaries, and to learn from this experience to inform future projects. The evaluation will assess the impact of the project on the following main thematic areas;

I. Relevance of Programming

The Evaluator will ascertain

- a) The extent to which the 'I am Girl' project addresses the challenges outlined in the proposal and the degree of success.
- b) Whether the project is relevant to the real needs of the intended beneficiaries
- c) The relevance of the programme in empowering girls/women
- d) Whether activities and outputs are consistent with the objectives of the project

II. Project Efficiency

The Evaluator will make an assessment of whether project resources were used efficiently in relation to the planned activities, outputs and outcomes. The Evaluator will also assess the strategies and implementation methods used.

III. Project Effectiveness

The Evaluator will assess if the project has achieved the objectives as stated in the project documents, like the proposal and log frame.

IV. Evaluating Project Outcomes and Impact

The Evaluator will ascertain changes being brought in the lives of the girls, women and children as a result of the project. The Evaluator will assess if there is improved school attendance of adolescent girls in primary schools, if there is improved personal hygiene & health for girls, boys and teachers in schools brought about by the provision of a safe water source and improved hygiene and sanitation facilities. The evaluation will also assess if adolescent girls, women and schools have developed and are using tailoring & soap making skills, if there is improved safety of children in the Schools as a result of raised awareness of child abuse and children's rights, adoption of a child protection policy and a supportive school environment. There is need to also evaluate if there has been a reduction of cultural barriers and taboos associated with poor MHM. The baseline survey conducted in July 2016 and the revised logical framework should be used as the basis for comparison so as to establish the effects of the intervention.

V. Evaluate project sustainability

The Evaluator shall assess the sustainability of the project to ensure continuation, maintenance and replication of the project outcomes. This should include institutional and/or organizational, technical and financial aspects of sustainability. She/he will assess effectiveness of the capacity building interventions in the schools and community structures to ensure sustainability. The Evaluator will also ascertain the possibility of scaling up of the project beyond the project areas to

other communities and districts. She/he should also come up with challenges that might affect sustainability of the programme and suggest solutions to overcome them.

VI. Discuss the lessons learnt, conclusion and recommendation

The Evaluator shall on the basis of the data gathered capture best practices and lessons learned from this project and draw conclusions and make recommendations.

3. Geographical Scope of Evaluation

The evaluation will focus on the following:

- Geographical scope: Mubende and Mityana Districts. The survey will be conducted at school level, household, community and district level.
Schools include;
 - a) Grace Christian School – Kachungwa, Kigando Sub County, Mubende District
 - b) Star Parents Primary School – Kitenga Sub County, Mubende District
 - c) God Cares Primary School – Bulera Sub County, Mubende District
 - d) Nakasozi Primary School – Myanzi Sub County, Mityana District
- Implementation period of 12 months from June 2016 to June 2017
- The target population will include girls and boys, men and women, teachers, school management committees and members of Parents Teachers Association, community leaders, Village Health Team (VHT) members, Local Council members, and health assistants and other health workers, CDO, sub-county leadership and district officials such as District Education officer and Probation officer, Police (Child and Family Protection Unit) and Child Helpline Uganda.

4. Methodology

A mixed-method approach is required for this evaluation including the systematic use of qualitative (e.g, unstructured interviews, Focus group discussions) and quantitative (e.g. structured interviews recent survey results, existing routine data) methods. The overall methodology will be participatory and involve various social groups including the most marginalized to capture their opinion.

An initial proposal for a more detailed methodology is to be submitted by the applicant (individual consultant) at the time of submission of the technical proposal which will be used as a basis for proposal assessment by FOL.

Afterwards, the contracted consultant will be requested to develop a more holistic evaluation plan which must contain a work plan, a detailed description of a specific methodological approach, a design for the evaluation with a list of questionnaires, and information collection and analysis methods and tools including sampling plans, as necessary.

The below is general proposition to develop technical proposal for the applicant. There are mainly three phases in this evaluation exercise as below.

a. Desk review and refinement of methodology

The list of references and documentations will be shared with the selected consultant. In relation to this project, the project proposal, baseline survey report are available. These data need to be reviewed and utilized for the evaluation together with other existing sources (Project activity/progress/interim report, etc.).

b. Data collection, field work (site visit/interviews)

The systematic use of qualitative (e.g. structured interviews and focus groups) and quantitative (e.g. recent survey results, existing routine data) methods are required to collect the additional evidence during the field visit.

c. Analysis and Reporting

The final stage of analysis and reporting will be conducted remotely, the results of analysis need to systematically respond to the evaluation questions, and the report will be written in a reader-friendly manner.

6. Activities, Task, deliverables and timeframe

The assignment is for 1 month over the period of 3rd to 31st July 2017. The consultant will provide a detailed timetable in his/her technical proposal, specifying the distribution of tasks and duration to complete each task. The proposed sequencing in the table below is an indicative proposal which could be improved in the technical offer. The right column indicates an estimated duration for the activity.

7. Outputs/Deliverables

The consultant and FOL are expected to deliver the following;

FOL Team	Consultant/Firm
Development of ToR	Submission of technical and financial Proposal
Mobilization of schools, community and other participants	Development Inception report and tools
Review of draft reports and dissemination	Data collection, analysis and interpretation
Quality Assurance	Report Writing

8. Timeframe and estimated working days

It is anticipated that the assignment will take a total of 17 days.

Activity	Dates	Est. No of work days
Development of ToR	Done	
Development and submission of inception report and data collection tools	26 th -29 th June	4
Presentation of inception report	30 th June	1
Primary data collection	3 rd -7 th July	5
Data analysis and report writing	10 th -14 th July	5
Submission of draft report and review	17 th July	1
Submission of the final report and presentation of findings	25 th July	1

8. Supervision

Fields of Life staff will supervise and monitor the consultant. The FOL staff include the WASH Manager, Programs Manager and WASH Officers. This will help in ensuring that the consultant maintains the technical expectations of FOL.

FOL will help in linking the Consultant to the district/survey locations and providing any organization information that may be required by the consultant.

9. Qualification and experience of the consultant/team

The consultancy team should demonstrate the following skills and capabilities

1. Expertise and experience in carrying out baseline studies project Design and monitoring and evaluation, (preferably, national, regional and or international for bi- and multi-lateral agencies and international NGOs)
2. Post graduate qualification in gender or relevant other field/ experience in monitoring gender, WASH, Health related projects.
3. Experience utilizing and analyzing different research methodologies including the collection of qualitative and quantitative data (surveys, Key informant interviews, focus group discussions etc.)
4. Demonstrated experience in facilitation and PRA techniques
5. Excellent written and verbal communication skills in English;
6. Updated CVs with contact address of three referees.

10. Payment

Terms of payment shall be 30% at the beginning, 40% upon submission of draft report and 30% on the submission of the acceptable final report. All professional fees, administrative costs related to transport, accommodation and stationery will be covered by the financial proposal.

Interested individuals /firms shall be required to submit a technical and financial proposal detailing the methodology and implementation plan for the survey. The proposals should also include a clear reporting format and the consulting team's up to date CVs. The proposal will be submitted to the Administrator, Fields of Life East Africa both in hard and soft copy by 21st of June 2017.