

Terms of Reference

ALIGHT BHA funded project impact evaluation



Sudan | Sep 2024

ALIGHT

PROJECT TITLE	Provision of integrated primary health care, Nutrition, WASH, and Protection services for the people affected by the crisis in South Darfur, East Darfur, and Al Jazeera States.
PROJECT DATES	October 2021 to September 2024
DONOR	Bureau of Humanitarian Assistance (BHA)
PROJECT LOCATIONS	South Darfur (Bielel, Kalma & Gereida IDP camps and Dimso, Al Salam, and Gereida, Nyala Janoub localities), East Darfur (El Neem IDP camp, Abujabra & Abukarinka, Adilla, and Yassin localities), and Al Jazeera (Wad Madani, Rifaa, Alkamleen, Hasahisa), Sudan.

Background

The humanitarian crisis in Sudan has reached unprecedented levels, marked by widespread displacement, the destruction of vital infrastructure, and significant challenges in accessing essential services. The ongoing conflict, which erupted in April 2023 between the Sudanese Armed Forces and the Rapid Support Forces, has inflicted nearly a year of relentless violence on civilians across the country. According to the Humanitarian Needs Overview (HNO), the Humanitarian Response Plan 2024, and IOM DTM, the conflict has resulted in a staggering number of casualties and displaced individuals, with millions forced to flee their homes. The rapid escalation of violence, beginning in Khartoum and spreading to Darfur and the Kordofan, has left no state untouched, plunging Sudan into the most significant displacement and protection crisis globally. The severity and scope of the violence and abuse harken back to the tragic events of two decades ago in Darfur, evoking painful memories of past atrocities. As the conflict persists, the humanitarian situation worsens, exacerbating the suffering of already vulnerable populations and posing immense challenges for relief efforts and access to essential services.

ALIGHT has 20 years of extensive experience providing lifesaving humanitarian assistance in Sudan. Operational since 2004, ALIGHT's strategic priority programming has been in health, nutrition, and WASH, and it further expanded its programming to Protection and Food Security and Livelihoods (FLS). ALIGHT started its work in Darfur to respond to the 2003 crisis and later expanded its support in West Kordofan and East Sudan. ALIGHT has gained deep knowledge of the Darfur context and the complexities around its political, social, and economic realities that contribute to conflict, tensions, and new and repeated displacements through working with IDPs, refugees, and host communities.

With technical and operational backstopping support from the Country Office in Port Sudan, the field offices in Nyala, Ed Daein, Kassala, and Gedaref, West Kordofan, along with sub-offices in Gereida and Adilla, ALIGHT staff support the delivery of primary healthcare services in 33 health facilities in addition to reaching out with mobile clinic services to 6 remote communities. Water provision and sanitation services, including the construction/rehabilitation of boreholes, water yards, households, institutional latrines, and hygiene promotion messages, are also delivered in over 70 conflict-affected communities.

ALIGHT has a gradually growing component of food security and livelihoods and protection, targeting South Sudanese, Eritrean, and Ethiopian refugees, resettling IDPs, and host populations. It supports the communities with agricultural seeds, tools, extension, and protection services, including training and supporting employable skills to these marginalized communities.

Project Summary

With funding from USAID/BHA, Alight is implementing a 3 years project in South Darfur, East Darfur states, and Al Jazeera States. To highlight that the operation in Al Jazirah started in year 3 as an emergency response to displaced people; however, due to ongoing conflict in the state, interventions were suspended since mid–December 2023. The project aims to improve the well-being of populations affected by conflict and displacement by providing primary health care, nutrition, WASH, and protection services for the population affected by conflict and displacement in their respective states. The project aims to achieve the following purposes:

1. Purpose 1: To provide lifesaving interventions to reduce morbidity and mortality of IDPs (Internally Displaced Persons) and vulnerable host communities with a focus on integrated health, nutrition, MHPSS (Mental Health and Psychosocial Support), WASH, and protection services.

- Provide comprehensive healthcare at 14 facilities, including maternal and child health services.
- Provide IMCI services, including digital diagnosis and treatment application and support for front-line health care workers.
- Conduct detailed IMCI data analysis and visualization.
- Continue to implement Health Management Information Systems (HMIS) through the provision of reporting \tools and health facility registers.
- Support referral systems for non-communicable diseases and complicated cases.
- Conduct monthly/quarterly supportive supervision for quality checks and improvement.
- Conduct quarterly joint supportive supervision with SMOH and other stakeholders, e.g., UNICEF and WFP.
- Run three mobile clinics within hotspots and new IDP gathering areas
- Prevention, treatment, and control of communicable diseases, including support for prompt referrals of complicated cases to secondary health care services.
- Provide PHC, SRH, and maternal health services, and referral to secondary healthcare level for persons affected by war/clashes in hotspot areas and new IDP gathering points
- Train health care providers on psychology first aid (PFA) and provide services to persons affected by recent/ongoing clashes
- Establish a referral system for MPHSS cases to secondary health care and/or protection partners

2. Purpose 2: To contribute to the reduction of morbidity and mortality associated with acute malnutrition in South Darfur, East Darfur, and Al Jazeera states through improved access to quality Community-based Management of Acute Malnutrition (CMAM) services and prevention of undernutrition.

- Provide IYCF counseling and educate mothers/families at the facility and community level.
- Promote early initiation of breastfeeding & exclusive breastfeeding through the first six months.
- Promote breastfeeding until 2 years of age and promote starting complementary feeding from 6 months.
- Disseminate IEC materials on IYCF to the community through the mother support groups and at the facility level during ANC and postnatal care (PNC) visits.
- Raise awareness, monitor, and report BMS code violations.
- Screen the nutritional status of children 6 -59 months a PLW and refer them for the appropriate service.
- Operate 15 OTP/TSFP for the management of severe acute malnutrition and moderate acute malnutrition for children under five, PLWs
- Operate three stabilization Centers (SC) and refer SAM cases with medical complications to inpatient SC.
- Facilitate referral for cases that require secondary health care.
- Provide RUSF to MAM cases every two weeks from admission to discharge and provide RUTF to SAM cases once weekly from admission to discharge

3. Purpose 3: To achieve sustainable improvement in access to quality water supply, sanitation conditions, and hygiene practices among IDPs and host communities in the targeted states.

Some of the activities targeted under this purpose include;

- Community Sensitization, HH-level Solid waste segregation, and disposal pit demonstration
- Clean up Campaigns
- Rehabilitation of drainage canals

- Hygiene messaging and operational support during the COVID-19 emergency response focusing on handwashing promotion, operation of handwashing points, social distancing at WASH points, and improving the safety of the safety of high-risk population groups
- Conduct PHAST training and building of community-based Operation and Maintenance of the WASH infrastructure approach
- Emergency latrine construction (30 latrines)
- Water supply by Water trucking (for 1600HH)
- Water treatment chemical Distribution (4000HHs)
- Water facilities maintenance in new locations (14 water points)
- Distribute WASH NFIs to 2,000 conflict-affected households

4. Purpose 4: To increase access to lifesaving protection services, especially for women, children, and people with disabilities, and to increase trauma-coping skills among the affected population in the hotspot areas.

Some of the activities targeted under this purpose include;

- Community support projects completed (I.e., mobile protection desk for hotspot areas)
- Awareness raising and community outreach activities conducted on general protection
- Capacity development for service providers
- Provide specialized GBV response services (including both remote and physical compassionate survivor-centered case management services)
- Conduct training on GBV for specialized GBV service providers
- Provide dignity and sanitation kits for women and girls.
- Conduct large-scale public community awareness-raising campaigns on GBV
- Provision of case management and support for UASC

Rationale and purpose

The results of this evaluation will contribute to the BHA end-of-project final report by assessing how well the project interventions achieved the intended objectives. The review is designed to provide insight into the project's effects in changing the same indicators during implementation. The evaluation is also expected to assess the extent to which the multi-sectoral approach helped to transform the lives of the target communities and the validity of the theory of change. The external evaluation will provide a basis of evidence to inform the BHA program strategy with respect to the performance of partner organizations, lessons learned, and best practices to set a basis for the programming strategy.

Purpose of the Evaluation

The evaluation will ascertain whether the project has been performed as intended and/or achieved the expected results. The consultant is expected to provide information about success factors and recommendations for improvement areas focusing on program performance regarding contribution to peace. These lines of inquiry will guide the framework of the evaluation:

The overall objective of the assignment is to measure the relevance, coherence, effectiveness, efficiency, impact, and sustainability of project activities. The evaluation primarily aims to determine the effect of the project interventions on improving the well-being of the target populations. The evaluation will also document key approaches contributing to achieving project outcomes and provide evidence-based recommendations on key actions required for Alight and BHA to further improve integrated service provision.

The study will try to answer the following key questions:

1. To what extent did the project improve the quality of social services (quality of health care at targeted PHCCs, quality of water, sanitation, and hygiene at target communities)? Were there any adverse or unexpected results on the quality of the social services (health and WASH)?
2. To what extent did the project improve access to priority high-impact interventions in the target health facilities and community service delivery points?
3. To what extent did the direct involvement of community members (volunteers) and seconded SMOH staff to facilitate service provision improve the availability of services in the PHCCs and communities and improve emergency preparedness?

4. What are the most significant accomplishments, best practices, and lessons learned from the project activities? Explicitly identify and document the facilitating and inhibiting factors to positive performance for each of the above questions

Furthermore, in addition to the questions,

- Assess and identify critical internal and external factors that have contributed to, affected, or impeded the program's achievements and how ALIGHT has managed these factors, especially the April 2023 conflict.
- Determine the program's intended and unintended outcomes and provide recommendations on addressing the program's unintended adverse outcomes.
- To assess the extent to which Age, Gender, and Diversity were mainstreamed and how gender equality, social inclusion, and equity issues have been considered while programming implementation.
- Assess the project implementation concerning participation and feedback of beneficiary communities in decision-making through relevant mechanisms established by ALIGHT.
- Identify lessons learned and good practices and provide concrete recommendations.

Intended Users

The intended users for the evaluation will be in particular:

- The program implementing team, especially the program teams at ALIGHT.
- All interested parties in ALIGHT, including the project management team, technical and non-technical staff; ALIGHT Senior Management Team, Technical Coordinators, the MEAL Department; Country Director and Head of Programme, and others and Alight HQs.
- The Bureau of Humanitarian Assistance (BHA) program members, the WASH, Health, Nutrition, and Protection clusters, and other humanitarian agencies in Sudan are working towards the same goals and objectives.

Evaluation Scope of Work (SOW)

The evaluation study will take place in two states, South and East Darfur. Al Jazirah state is excluded due to its inaccessibility and suspension of interventions since mid–December 2023 following expansion of conflict in the state. The consultant will be responsible for:

SOW 5.1 *Review of relevant secondary data from different and relevant sources that must be clearly specified in the consultant's proposal:* The secondary data sources shall include but are not limited to, relevant documents of Alight Sudan. However, the consultant shall also provide other key secondary documents that are relevant to the project's target localities.

SOW 5.2 *Design the entire evaluation study:* The Inception Report will detail the agreed-upon methodologies to be employed in the evaluation to achieve the objectives outlined above. The Inception Report should also include the finalized activity plan and a structural outline of the final evaluation report. The inception report should be shared and approved by ALIGHT before the commencement of the data collection and analysis. The consultancy will design an appropriate evaluation methodology to sufficiently address the critical questions based on their understanding of the expectations of the terms of reference. The Consultant must propose and adopt methods combining qualitative and quantitative research techniques, including extensive desk review and research. For the primary research component, key informants' interviews, FGDs, and Household interviews may include other I/NGOs, representatives, and community members (as decided in consultation with the ALIGHT team). The Inception report should contain the following:

- A detailed methodology for implementation
- A detailed schedule for the program review.
- The indicators that fall within the scope of the program review.
- Draft data collection tools for all indicators and the means to verify them.
- Draft questionnaires.

- A work plan that sets out the preparatory activities, specific deliverables, and the timeline related to the program review.

- SOW 5.3* Share the tools and methodologies with Alight: The consultant will be expected to share the tools and methodology to be employed in this evaluation with Alight and incorporate feedback provided, if any.
- SOW 5.4* Check and ensure data quality: The consultant will ensure that all necessary measures are undertaken throughout the data collection process to ensure that data quality management is adhered to. The proposal must clearly outline these quality measures. The consultant shall also propose a digital data collection methodology that will be used.
- SOW 5.5* Analyze and interpret the data and submit a detailed report per survey objectives: The consultant will have to ensure proper analysis of all quantitative and qualitative data/information collected and a feedback mechanism as defined. Data needs to be disaggregated by gender and any other social-economic categories where applicable.
- SOW 5.6* Maintain regular coordination with Alight: Throughout the study, the consultant will maintain regular contact with the Alight team contact person as much as possible to keep the latter abreast of progress.
- SOW 5.7* Dissemination of results: With support from Alight country and state offices, the consultant will conduct three dissemination meetings. One meeting will be held in each state (South and East Darfur), and key local leaders, key technical staff, and state stakeholders will be invited to the meetings. One last meeting will also be held at the country office level, where key high-level stakeholders, including BHA representatives, will be invited to attend. Feedback from these meetings will be included in the final report, which will be published and shared with all stakeholders. The report will be translated into Arabic to allow communities we are working with to have access to the contents.
- SOW 5.8* Submit the evaluation report: the consultant will submit a detailed and accurate report (Draft and Final) as per the survey objectives to Alight Sudan within the agreed timeframe. The reports should include a brief interpretation of data in incredibly good English. The report will use the format to be specified and agreed upon with Alight Sudan. The report should address the SOW as mentioned above objectives and contain an executive summary, acknowledgments, and introduction, including a program summary and purpose of the program review; a detailed methodology (including limitations); key findings (covering both document review and primary research); lessons learned, evidence-based recommendations; conclusion; and annexes. Annexes should include, at a minimum, the consultant's expression of interest, the evaluation budget, field sites assessed, and a list of key informants. A soft copy of the report will be shared with the MEAL Manager, and the report should not be more than 30 pages, excluding the cover page and annexes. The final report product should be produced using the Alight brand, preferably with Adobe/Canva.

Alight is proposing this approach because it will allow for more holistic thinking about our project's design and stakeholder perception, assess coverage, relevance, effectiveness, and efficiency, and provide an in-depth understanding of key lessons learned and best practices.

Key Deliverables/Outputs

The Consultant shall be expected to produce an inception report upon commencement of the evaluation.

- Inception report that outlines Study design developed and shared with Alight Sudan.
- Draft tools developed and shared with Alight Sudan.
- Final tools developed incorporating Alight Sudan feedback.
- High-quality data collected, analyzed, and interpreted.
- Draft evaluation report shared with Alight Sudan.
- Final evaluation report written and submitted.
- All raw datasets (cleaned and uncleaned) in different formats submitted to Alight Sudan.

The deliverables mentioned above will be accompanied by regular communication and feedback with the Programme Team and a validation workshop, during which the study's preliminary results will be presented to ALIGHT. After incorporating comments from the validation workshop, the report will be presented to the ALIGHT focal person, the MEAL Manager.

The assignment should be completed by the **10th of November, 2024**.

ALIGHT's Responsibilities

ALIGHT will:

- ALIGHT will provide logistical and accommodation support to the consultant while in Sudan and at the field location. ALIGHT will facilitate engagement with the community and key stakeholders.
- Provide necessary program documents and contacts of relevant stakeholders in other NGOs and the community.
- Provide ongoing security advice and support if traveling to the field.
- Facilitate engagement with the community and key stakeholders.
- ALIGHT will also review the consultant's proposal, tools, and evaluation report.
- The payments will be in three installments: 30% after submitting the Inception report, 30% after the draft report, and 40% after submitting the final acceptable report to ALIGHT. Please note that a partial payment hold-back will be in effect until a final report has been approved by ALIGHT.

The Consultant:

- The consultant will be responsible for paying any tax or other fees related to this assignment.
- The consultant is responsible for their working tools, such as a computer and data analysis software.
- Submit a proposal with a tentative budget on or before 3:00PM Port Sudan Time, 14th Sep 2024. The Technical Proposal should contain a complete description and explanation of the proposed methodology for the assignment, work plan, timeline, staffing, names, examples of 2 previous evaluations, qualifications of allocated personnel, and any other resources that the consultant will make available to execute the task and achieve the objective, including budget. The cost of the Evaluation should be summarized as follows with a detailed breakdown below:

No.	Details	Unit	Rate (US\$)	# of Units (Quantity)	Cost (US\$)
1	Consultant's fees (excluding local data enumerators' costs unless the consultancy will hire their own enumerators)				
2	Transport cost				
3	Subsistence costs (e.g., accommodation, communication, meals, etc.)				
4	Any other costs that are critical but not provided for by ALIGHT				
	Total				

Reporting Arrangements

The consultant will report to the ALIGHT MEAL Team, including but not limited to the MEAL Manager, Coordinator, Health and Nutrition, protection and WASH Advisors during the consultancy period.

Duration of assignment

The consultancy should last up to 60 working days, excluding weekends. The deadline to submit the first drafted report is 20th October 2024.

Item	Activity	Responsible Person	Duration (days)	Expected Output
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1	Alight and consultant agree and sign a contract	Consultant, Alight team	4	Contract signed by Alight and consultant
2	The consultant meets with Alight Sudan to define the process and develop an action plan for the evaluation.	Consultant, Alight team	5	Action plan agreed upon and documented
3	Conduct Literature review	Consultant	5	Secondary data from relevant sources reviewed
4.	Develop data collection tools and survey management protocol document	Consultant	4	Study tools and survey management protocol document developed and shared with Alight.
5.	Meeting with Alight to present tools and methodology for input	Consultant and Alight	5	Feedback on tools and methodology was provided and incorporated accordingly.
6.	Travels and Alight introduces the consultant and team members in the target district.	Alight	5	Introductory letters are to be sent to the target district informing the purpose of the study.
7.	Field data collection and data entry	Consultant	15	High-quality data collected, documented, and entered
8.	Analyze and interpret data	Consultant	5	Data succinctly analyzed, interpreted
9.	Draft the first report and submit it to Alight.	Consultant	5	Preliminary report written and submitted.
10.	Meeting with Alight to present a draft report	Consultant / Alight	1	Feedback on the draft report provided
11.	Dissemination of results	Consultant	1	Three meetings were held to share findings and get feedback from stakeholders.
12.	Write and submit a final report to Alight	Consultant	5	Final report submitted to Alight

The total duration of the consultancy is 60 days. This period is indicative only due to unforeseen delays and insecurity; if there are no delays, the assignment can be completed in fewer days.

Expected Profile of the Consultant

Alight seeks a team of high-level consultants or consulting firms with vast experience in conducting performance evaluations with a focus on health, nutrition, protection, and WASH. Below is the key profile that Alight seeks

- The consultant or consulting firm team should possess a master's degree in public health, epidemiology, environmental health, environmental science, water engineering, statistics, social sciences, or a related field.
- The evaluation team should include at least one WASH key technical person, one key health technical person, and one protection specialist. These can be locally recruited but should have vast experience of not less than 4 years with 1 year of conducting studies. They should have a minimum of a Bachelor of Science in either WASH or a health-related field.
- They must have 6 years of experience, 4 years of supporting WASH or health programs, and 2 years of working in humanitarian contexts.
- 2 years of conducting qualitative and quantitative studies.
- Must be willing to travel to Sudan if residing out of Sudan and be able to work in an insecure region for the duration of the study, all within approved security status.
- Fluency in the English language is a must, and the Arabic language will be an added advantage.

- Significant experience in carrying out evaluations in Sudan or the EAGL region. Experience of working in Sub-Saharan Africa is desirable.
- Strong understanding of the Sudan context, the humanitarian principles and system, protection risks, and conflict dynamics in Darfur, Sudan.
- Demonstrate strong capacity to conduct qualitative data research and analysis with additional experience in questionnaire development, interview techniques, and managing focus group discussions.
- Experience in using mobile data collection systems such as KoBoCollect will be an added advantage.
- Excellent organizing, facilitating, presentation, and communication skills, including good report writing in English.

Terms and Conditions

The consultant must abide by ALIGHT's standard procedures, including the Code of Conduct, Core Humanitarian Standards, and confidentiality policies. All data and information collected, reports, and study methodology will be ALIGHT's property. The consultant firm must have skilled personnel in South and East Darfur to be present on the ground for the evaluation. Local consultant firms with vast experience will be encouraged to apply.