

**Terms of Reference (TOR)** **for the end-line study of "Socio-economic Empowerment of Young Refugees in Sudan through Sustainable Energy Solutions” in the White Nile State**

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| **Organization** | Plan International Sudan |
| **Project title** | "Socio-economic Empowerment of Young Refugees in Sudan through Sustainable Energy Solutions” |
| **Location** | White Nile |
| **Project Duration** | (October 2020 – May 2025) |
| **Task Type** | Final Project Evaluation  |
| **Task duration** | 1 ⅔ months after contract signing, including report |
| **Local Partners engages in the project** | **Authorities****Local Implementing Partner**  |

**1. Background Information on Plan International**

Plan International is an independent development and humanitarian organization that advances children’s rights and equality for girls. We believe in the power and potential of every child. But this is often suppressed by poverty, violence, exclusion and discrimination. And it is girls who are most affected. Working together with children, young people, our supporters and partners, we strive for a just world, tackling the root causes of the challenges facing girls and all vulnerable children.

We support children’s rights from birth until they reach adulthood. And we enable children to prepare for – and respond to – crises and adversity. We drive changes in practice and policy at local, national and global levels using our reach, experience and knowledge. We have been building powerful partnerships for children for over 80 years and are now active in more than 70 countries.

**About the commissioning office**

In Sudan, Plan International has been working for more than 40 years, building powerful partnerships with and for children in over 300 communities in White Nile, Kassala, North Kordofan and North Darfur. In South Kordofan, Gedarif, East and West Darfur, projects are implemented through partner organizations.

Plan International Sudan’s Country Strategy guides the organization’s work in line with the government of Sudan’s development priorities, the Sustainable Development Goals, and the child rights agenda with specific focus on the rights of girls and excluded groups. Our overarching goal is to ensure that “Vulnerable children and youth are able to realize their full potential within protective and resilient communities which respect and promote girls’ equality”.

Read more about Plan International's Global Strategy:  [[All Girls Standing Strong Creating Global Change](https://planinternational.sharepoint.com/sites/GlobalStrategy/SitePages/Girls-Standing-Strong.aspx)](https://planinternational.sharepoint.com/sites/GlobalStrategy/SitePages/Girls-Standing-Strong.aspx).

**2. Background/Context**

The current crisis in South Sudan (SSD) started in Dec. 2013 and affects the South Sudanese population they were displaced in Southern Sudan and many of them crossed borders to neighboring countries as refugees mainly in Uganda, Ethiopia and Sudan.

Plan is engaged since several years in the SSD refugee response, having several separated projects supported by GFFO across the four countries supported South Sudanese affected by crisis.

1. In June 2020, Plan International-Sudan (Plan Sudan) submitted the proposal of Light Up your

Future: Socio-economic empowerment of young refugees in Sudan through sustainable

energy solutions to the Ministry of Finance and Economic Planning for its clearance to implement the project and request funding from the Islamic Development Bank (IsDB). On 16 Jun. 2020, a no-objection letter from The Ministry was issued for Plan Sudan (Annex I), and the proposal was shared with the IsDB. The Bank reviewed the proposal and included it in the Women and Youth Empowerment Work Program for 2020.

2. Plan Sudan underwent a compliance review process by the IsDB Compliance Unit, which cleared engaging with the Organization, and a Full Diligence was granted.

**3. Current Operational Context in Project Locations**

* UNHCR estimated the refugee population in the Republic of the Sudan to exceed 1.1 million in2020. These refugees lack access to productive assets, financial services, and other means of production, limited access to livelihoods opportunities, income, and education and thus undermining their capacity to strive for self-reliance in the long-term.
* This project will create livelihood opportunities for refugee youth through self-employment and micro-businesses that are based on renewable energy. The project will also create sustainable community social enterprises, which facilitate the refugees' access to services such as milling, baking, and food preservation.
* The project is in line with Sudan's Quarter Century Strategic Plan (2005-2030), based on which the Government builds its five-year strategies. As per UNHCR and Sudan government strategy 2016-2020, Sudan is extremely vulnerable to the concentration of refugees in camps within a fragile ecosystem, which has had a negative impact on the local environment and has resulted in the degradation of natural resources. This project will support the Government in meeting the refugees' and host communities' needs for livelihoods and energy sources.
* In June 2020, Plan International-Sudan (Plan Sudan) submitted the proposal of Light Up your Future: Socio-economic empowerment of young refugees in Sudan through sustainable energy solutions to the Ministry of Finance and Economic Planning for its clearance to implement the project and request funding from the Islamic Development Bank (IsDB). On 16 Jun. 2020, a no-objection letter from The Ministry was issued for Plan Sudan (Annex I), and the proposal was shared with the IsDB. The Bank reviewed the proposal and included it in the Women and Youth Empowerment Work Program for 2020.
* Plan Sudan underwent a compliance review process by the IsDB Compliance Unit, which cleared engaging with the Organization, and a Full Diligence was granted.

**4. Target groups**

**Rights holders:**

The total number of the camp population is 22973, and 55% of them are females. The number of people benefiting from the capacity building activities (component 1) is 60, and 50% of them are Females.

Number of youth benefiting from the new renewable energy systems, employment opportunities and establishment of microbusinesses (component 2): 26 micro-businesses, 24 direct employment, 50% of the are Females.

Number of people benefiting from awareness-raising activities (component 3) 22973, and 55% are Females.

**5. Description & Objectives**

This project contributes to improving the socio-economic situation of youth (males and females) living in host communities and refugee camps in Sudan through developing their capacity and skills and through enhancing their access to clean, modern, reliable and sustainable energy for income-generating activities (IGAs).

**Purpose**

The final evaluation will be conducted, from which an evidence-based report will be drafted that will inform the way forward and the scaling up of the project innovations. All relevant stakeholders will be involved in the evaluation process. The final evaluation will also consider the sustainability of the action, the risk mitigation, and the key steps for replicating the same kind of action inside the selected Camp, as well as in other camps in Sudan.

**Evaluation Criteria**

The final evaluation should focus on assessing the project by adopting the OECD-DAC Network on Development Evaluation’s evaluation criteria’s and for this final evaluation the consultant should focus on the 6 of them mentioned below and also to what extent the project applied gender and inclusion sensitive approaches and explicitly aimed for results that improve the opportunity for Youths:

1. **Relevance:**  Is the intervention doing the right things, is what the community needs and the real gap was pointed to?
2. **Coherence:**How well does the intervention fit the problem or the gap?
3. **Effectiveness:**The extent to which, and the reasons behind, the achievement (or not) of the project objectives, and whether these are leading to unintended (positive or negative) consequences for anybody involved or affected by the interventions.?
4. **Efficiency:** How well are resources being used? Was the money or the budget used with high efficiency to maximize the coverage with considering the quality of implementation and outputs, to extend the outcomes?
5. **Impact:**to establish causal attribution to any observed positive and negative, primary and secondary long-term effects observed?
6. **Sustainability:** the probability of continued long-term benefits to the target populations after the project has been completed or terminated.

**Evaluation questions**

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| **Criterion** | **Guiding questions, including but not limited to:** |
| **Relevance** | * Is the intervention doing the right things, is what the community needs and the real gap was pointed to?
* To which do the intervention's objectives and design respond to the beneficiaries' needs?
 |
| **Coherence** | * How well does the intervention fit the situation?
* Were the result indicators and their means of verification adequate? What possible adjustments would the consultants recommend?
* Is there compatibility of the intervention with other interventions in the same context, including internal coherence
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| **Effectiveness** | * How effectively has IsDB contributed to achieving its planned outcomes and outputs (as outlined in the logical framework)?
* How well are resources being used? Was the money or the budget used with high efficiency to maximize the coverage with considering the quality of implementation and outputs, to extend the outcomes?
* What are the key successes during the project?
* What are the enablers behind it?
* What are the key challenges/constraints in the project? How were they dealt with?
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| **Impact** | * How many people were directly and indirectly affected by the project intervention?
* Which were positive and negative, intended or unintended, and environmental effects?
* What change in conceptual or behavioral patterns could occur in society and youth in particular
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| **Sustainability** | * Will IsDB achieve results, and will relevant activities be able to continue in the project areas?
* the probability of continued long-term benefits to the target populations after the project has been completed or terminated.
* What is the level of innovation, the potential for replication, and the scalability of the initiative?
* Were any innovative aspects of the project identified during the evaluation? If yes, please describe them; if not, explain what prevented their development.
* How have the changes been institutionalized at different levels? And if they haven’t, why not?
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Gender mainstreaming: To which extent did the project succeed in including a gender perspective?

Synergies: to which extent were synergies achieved with other activities, as well as with local/international policies and donor policies?

Recommendations for the future: The evaluation should identify lessons learned and provide recommendations:

* How can we learn from the project and share lessons learned to improve programs? (at the community level in Alagaya and more broadly across other communities in Sudan, if generalization is possible)
* What needs to be done differently to achieve and maximize a positive impact on the lives of children/Women, and on the fulfillment of their rights?(from the perspective of both beneficiaries and implementing staff)
* Which unmet needs did the evaluators identify that would be relevant for PI to look into in an eventual continuation of the project?

The analysis will include evaluation criteria that reveal the extent to which the project is being effective, efficient, relevant, viable, and which is still its impact and analysis of participation in it. The evaluation should conduct an analysis of the context in which the project is running. Factors to consider in this regard are as follows: Policy support, institutional capacity, socio-cultural aspects, gender in development, technological factors, environmental factors and economic and financial factors. In addition, the consultants should review and analyze all other factors considered relevant and include them prominently in its evaluation report.

**Scope of the Evaluation:**

The external evaluation will take place in the Alagaya camp with beneficiaries, key stakeholders, project management, and leadership from the project.

The evaluation will occur 6 - 8 weeks after the end of the project activity implementation.

Within the project mentioned above, the evaluation is expected to mainly focus on the following components and aspects:

1. Improving marginalized youth's readiness to engage in sustainable livelihood activities in renewable energy enhances their competencies (skills, knowledge, and practices).
2. The economic productivity of marginalized youth improved to contribute to the financial wellbeing of themselves, their families and the community
3. Improvements in the sustainability of new and existing renewable energy livelihoods projects.

**Methods for data collection and analysis**

The evaluator/s will have access to the following information/information:

* Project design document and annexes.
* Project contractual documents and further amendments;
* Financial reports
* Documents produced throughout the project;
* Evidence of impact collected by the project, including mid-term reports
* All reports to the donor to date.
* Reports of studies of knowledge, attitudes and practices.
* Verification sources identified in the logical framework.
* Documents the visibility and dissemination of the project.
* Other documents considered of interest to properly evaluate the project.

Following the desk review, the evaluator, in close collaboration with Plan International Sudan and local partners, to review and use the Market survey to design the tools to collect the primary data (i.e. develop new tools to answer evaluation criteria. The tools will be used for the study after being reviewed and approved by CO and NO, to ensure as high a comparability of the findings as possible. The study will include qualitative and quantitative approaches with a variety of primary and secondary data sources. The final Evaluation will be participatory and will fully involve all relevant stakeholders in the evaluation process, including youths and community members from the camp and the Host community and utilize the participatory methods.

The feedback from the stakeholders must be collected in different ways depending on the evaluation, but it should give information on what they think about the project, whether it was working well or not, what they considered as value to them and how it could support their own or other development efforts. Plan is also interested in seeing the evaluation process as encouraging reflection and dialogue among all the main stakeholders involved in the renewable energies issues.

The survey tools should include, but not limited to, HHs survey, FGDs, and KII. However, the evaluator should not feel limited to them.

The evaluator should ensure tools should be tested and reviewed and approved by Plan before commencing data collection activities.

* Participatory tools such as focus group discussions, in-depth interviews, observations, semi-structured stakeholder interviews, key informant interviews, workshops, surveys.
* We encourage tools where youth can take a lead on implementing them.

**Sample**

The consultant will use the sampling methodology as globally standard. The study reached all targeted communities (i.e. HC & SSR).

At a minimum, the evaluation should ensure that it covers the targeted SSR camp and its Host Community in Aljabalain locality, White Nile.

The sample should be as representative as possible and be gender balanced.

**Disaggregation of data:**

All the collected data should be disaggregated by age, sex, and location.

Plan and its partners will play a supportive role including mobilization and the consultant is expected to familiarize him/herself with all secondary data relevant to this project from Plan, partners, communities and other stakeholders.

**Participant selection**

The participants of the assessment will be comprised of representatives of key stakeholders of the project, as listed below.

* IsDB Project and MERL Team from Plan International Sudan and its partner.
* Representatives and staff from line ministries (cluster coordination), HAC, project’s targeted CSOs, community groups members identified as participants based on the extent of their involvement it the project activities
* The community members (Youths, adolescents, and teachers, religious leaders, community leaders).

Plan will provide contact lists of all stakeholders, project’s targeted groups (project’s targeted CSOs/CBOs).

**5. Ethics and Child Protection**

 Plan International is committed to ensuring that the rights of those participating in data collection or analysis are respected and protected, in accordance with Ethical MERL Framework and our Child and Youth Safeguarding Policy [attached in the annex]. All applicants should include details in their proposal on how they will ensure ethics and child protection in the data collection process. Specifically, the consultant(s) shall explain how appropriate, safe, non-discriminatory participation of all stakeholders will be ensured and how special attention will be paid to the needs of children and other vulnerable groups. The applicants should include details on how they will ensure that their methods uphold the dignity, safety, privacy, and sensitivities for the girls and young women that they interact with. The consultant(s) shall also explain how confidentiality and anonymity of participants will be guaranteed. The consultant(s)/firm will obtain the necessary ethical approval from relevant institutional review boards (IRB) before commencing the study.

**6. Deliverables and Timeline**

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| **Deliverable**  | **Format** | **Due**  | **Detail**  |
| **Tendering, background checks, and contracting** | Plan standard bidding and contracts templates.  | Start tendering: 2th July2025Contracting 20th July 2025 | Plan International Sudan will undertake bidding process to select consultant. |
| **Inception meeting/call** |  | 22th July 2025 | The successful candidate will have an inception briefing with Plan staff to go over planned timelines and deliverables, expectations, and ask/answer any questions. |
| **Inception Report**  | To include* Background information
* Preliminary reading sources
* Methodologies and approaches
* Planned tools and data collection methods
* Timetable for workplan - Workplan must include timeline for preparations for data collection (including development and translation of tools, field piloting, tool finalisation, enumerator training if needed, data collection, data entry and cleaning, data analysis, and validation of findings with key respondent and participant feedback incorporated)
 | 23th July 2025 (3 days after contract signature) | Prior to data collection the evaluator will prepare an inception report which will include background information and a timetable, as well as outline the methodologies and approach of the evaluation, planned tools and data collection methods, including identification of what information the consultant needs from Plan International Sudan team and by when. Maximum 10 pages This should be submitted within 5 working days after contract signing; for approval by Plan international Sudan and Plan NO. |
| **Final data collection tools agreed** | To be determined | 28th July 2025  | This should be agreed with Plan before commencing data collection. |
| **Draft Evaluation Report** | As a minimum include the following elements and maximum 10 pages: * Front page with title of the evaluation, date and authors of the report
* A table of basic document information on page 2 (Annex 2 – Attached)
* Executive summary that presents the key points of the different sections
* Objectives and the intended use of the evaluation
* Methodology and Limitations of the evaluation
* Description of the project or programme
* Findings, lessons learned, recommendations and conclusions against the agreed evaluation criteria
* Relevant annexes, which as minimum must include:

I. Data collection tools ii. List of people interviewed or consultediii. Bibliography of the documents reviewed iv. Terms of Reference for the evaluation | 7th August 2025  | The draft evaluation report should include findings, lessons learned, conclusions and recom­mendations.The ‘Zero Draft’ should be submitted to Plan International Sudan for review and response. Within 10 working days of receiving the zero draft evaluation report, Plan International Sudan and Plan NO will provide comments and feedback on the draft evaluation report to the consultant. It should include copies of all necessary consent forms and copies/files with raw cleaned data disaggregated by sex and age.An updated version which incorporates feedback on the ‘Zero Draft’ should be included in a presentation and be presented at an internal project team validation meeting and external validation meeting. |
| **Validation Workshop** | Present evaluation results to stakeholders for feedback, verification, and consensus. | 14th Aug 2025 | Share key findings, conclusions, and recommendations.Discuss data accuracy, interpretation, and potential biases.Gather stakeholder inputs to refine the report. |
| Draft Evaluation Report (revised version) | Same as above for Draft Evaluation Report. | 21th Aug 2025 |  |
| Final Evaluation Report (including Executive Summary) | Same as above for Draft Evaluation Report. | 28th Aug 2025 | After the evaluation report has been commented on by Plan NO and Plan International Sudan team, the final report should be submitted as follows:* 3 hard copies and 1 soft copy of the final evaluation report to be delivered to Plan International Sudan Country office.
* 1 Hard copy and soft copy of a summary report (Maximum 2 pages in English and Arabic)
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**Note:**

1. In the event that there is a change or additional deliverables during the contract period, an addendum to the contract must be agreed and signed. The change/additional deliverables must be in line with the initial scope of the project.
2. At this stage the timeline is indicative and should support any external consultant in the development of their proposal and Inception Report. As part of the process, this timeline should be re-evaluated in consultation between Plan International and the consultant.

**6. Budget**

Table of Payment Schedule

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| Milestone  | Detail  | Amount to be Paid (%) | Expected Timeframe  |
| Submission of detailed comprehensive inception report |  | 30% | 28th July 2025  |
| Approval of the final report by Plan.  |  | 70% | 4 th September 2025 |

Plan international Sudan shall pay the consultancy fee to the consultant as agreed between both the parties by contract agreement in USD. All expenses shall also be included in the contract agreement (Travel costs, Insurance and visa costs, per diems, etc.). The total payment will be inclusive to 10% as income tax and will be deducted from the final payment.

The evaluator is expected to carry out the assignment within the 50 days started from the day of signing the contract.

**7. Expected qualifications of consultant**

This evaluation will be conducted by an independent external consultant. The following criteria will be considered when selecting the consultant:

* Solid experience as a programme evaluator of development programmes with at least 10 years of relevant experience in Solar ovine and renewable interventions.
* University degree in related field (Rural or community development Science, programme management, Economic Development, etc.).
* Solid background and work experience in community-based programming and evaluation of an International NGO and background in Solar Ovine, Energy, and Renewable energies issues;
* Excellent knowledge and experiences in qualitative and quantitative research and data collection skills; and experience, particularly in terms of innovative participatory methodologies and facilitation skills;
* Proven experience with data analysis
* Proficiency in statistics
* Experiences on Plan’s cross-cutting issues such as gender, inclusion as well as awareness on child protection and child rights issues.
* Fluent in English and Arabic (spoken and written).

**8. Contact**

Mudar Ahmed, Plan country MEAL Manager

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9. Submission of Applications

The consultant will be responsible for planning and implementing the evaluation in White Nile State. The indicative period of the evaluation is from 29th July 2025 to 20th Aug 2025 while the final evaluation report should be submitted to Plan International Sudan no later than 31th Aug 2025 after completion of the evaluation deadline.

Close consultation with Plan International Sudan at every step of the process will be maintained and reporting on progress is required and should be built into the consultants’ work timeline. The consultant will be reporting to the Program Area Managers (PAMs) at designated state (White Nile) or his/her delegate. The consultant will need to share an outline/proposal for their work, to be approved by Plan International Sudan prior to the implementation.

Interested applicants should provide a proposal (maximum 7 pages) covering the following aspects not later than 15 days from advertised date:

* Detailed response to the TOR.
* Proposed methodology, study design, sampling framework, sample size, and budget.
* An indicative schedule/workplan with timeline.
* Ethics and child safeguarding approaches, including any identified risks and associated mitigation strategies (risk assessment and measure to address the risks)
* A data protection plans and data quality assurance plan
* A profile of the consultant/consulting firm including the full names, physical addresses, telephone numbers, and contact person of the firm
* Firms' capacity and relevant experience
* CVs of all the consultants who will undertake the evaluation
* A statement of availability and commitment to undertake and complete the consultancy within the set time
* References of previous 3 clients
* Copy of previous study works
* Detailed itemised budget, including daily fee rates, expenses, taxes etc. (this should include consultant fees, field data collection expenses, administrative expenses, and tax obligations). Please note Plan **will not provide any logistics** for this task.
* Police Certificates of Good Conduct – especially where there is primary data collection

Please send your application to Plan International Sudan by Sudan.Procurement@plan-international.org referencing “**Final Evaluation for IsDB, White Nile States**” in the subject line, and including support documents as outline

**Ownership of information**

It is understood and agreed that the Consultant during and after the effective period of the contract, shall treat as confidential and not divulge, unless authorized in writing by the Plan, any information obtained in the course of the performance of the Contract. Plan and its partners will be the sole owners of all information collected in this study.