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| **CRS Sudan Program**  **Terms of Reference (TOR)**  **Data Analysis and Reporting for the Final Evaluation Survey for:** Integrated Health, Nutrition and WASH  Project in Central Darfur ***(Moafa Project)*** |

**1. Objective of the Consultancy:**

The baseline of Moafa -the OFDA funded- project was conducted and data collection and entry for the final evaluation studies was also completed. The objective of this consultancy request is for the analysis of the -already collected- evaluation data, and reporting against the project indicators and the evaluation questions and other terms in the Evaluation ToR (see annex 1,2,3,4 and 5 -End-line Evaluation ToR and tools).

# **2. Key Roles and Responsibilities**

CRS project team will work closely with the consultant during data cleaning. Also, the project’s MEAL lead, the MEAL Manager the Project Manager, the business development team and the Head of Programing will review the Evaluation report before sharing with the regional office and donor.

# **3.** **Timeframe**

Considering the tight time for the project closure on the 31st of October 2020, the consultancy is expected to take place in the period from 20th of October to 10th of November. For more details see the table below:

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| # | Evaluation Activity | Dates for completion | Remarks |
|  | Sending out request to 3 consultants | 20th Oct. 2020 |  |
|  | Bid analysis and selection of consultant | 22nd Oct. 2020 |  |
|  | Orientation on the SoW for the selected consultant | 23rd Oct. |  |
|  | Data cleaning | 24th to 26th Oct. 2020 | Data cleaning is done internally. However, the consultant is supposed to do more cleaning and save SPSS syntax file. |
|  | Data analysis | 2nd Nov. 2020 |  |
|  | 1st draft of report | 9th Nov. 2020 |  |
|  | Internal CP review | 12th Nov. 2020 |  |
|  | Regional Review | 15th Nov. 2020 |  |
|  | Submission to the donor | 22nd Nov. 2020 |  |

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# **4. Deliverables**

The following will be main deliverables of the evaluation study:

1. **Fully ‘cleaned-up’ dataset** in SPSS file format. Different sets of cross-tabulations breaking down the results for all questions and including appropriate statistical tests so that significant differences can easily be identified. The consultant shall also share with the project team SPSS syntax file that is utilized to clean the dataset and tabulate and analyze the quantitative data.
2. **Presentation of the evaluation survey findings** and validation with key stakeholders.
3. **Final Evaluation survey report** - that describes the current conditions (before the start of the project) of the project area against which progress can be measured or comparisons made to show the effects and outcomes of the project in the final project evaluation report. The main body of the evaluation study report should be no more than 30 pages, excluding additional annexes of data collection tools used in the study. The report should be submitted in English and in electronic form together with hard copies. Report shall be presented in the following template:

* **Adaptations in FE, compared to BL, due to COVID-19**: highlight any specific revisions or adaptations made in this FE due to COVID-19 **Methods and Data Sources**: Describe methods used, data sources, an explanation of the data collection process and tools, sample size, and sampling method. Specify if data were collected at the population-level of the implementation area or limited to direct beneficiaries. Primary data is preferred though secondary data is permissible.
* **Location and Timing**: List where and when you collected the data for the baseline report.
* **Limitations**: Describe limitations in your evaluation methodology or challenges you encountered while conducting the study.
* **Indicator Achievement Findings**: For every indicator in the proposal, state the evaluation result vs the baseline value and target, including any disaggregation. If targets need to be updated from the proposal submission, include such updates and explanations here. This should be interpreted and organized in accordance with and relevance to the evaluation questions above that relate to relevance, effectiveness, and impact.
* **Recommendations**: Describe if the final results will have an impact on your future programing for projects with the same goal and approach. Will you adjust any approaches or plans as a result? If so, which ones and how?

*Evaluation Report length*: USAID/OFDA encourages partners to be as concise as possible in reports.

Notes:

* For more in-depth interpretation of results, the consultant will use the qualitative data (summary of FGDs, KIIs and Checklists)
* Refer to the Full Scope of work while conducting the analysis and reporting