ROUTES-BASED MIGRATION RESPONSE PROGRAMME-SUDAN
TERMS OF REFERENCE FOR END-LINE EVALUATION

Assignment : Routes-based Migration Response Programme - Sudan
Grade : Consultant
Duty Station : Khartoum with frequent travel to Khartoum, Central Darfur, Kassala and Gadaref - Sudan
Time frame : 35 working days

Danish Refugee Council (DRC) Sudan is seeking expressions of interest from qualified consultants/firms to undertake an End-Line Evaluation of its Routes-based Migration Response Programme in all project locations in Sudan. The programme is being implemented by a consortium of organizations led by the Danish Refugee Council (DRC) which plays an overall leadership role as the grant holder, and implements field activities in partnership with Welthungerhilfe (WHH) and the Mixed Migration Centre, (MMC).

1. Background

Sudan is a hub for migrants from across Africa. A country of origin, transit, and destination, it lies at the heart of migratory routes connecting East and West Africa to the Mediterranean Sea and Europe. As of 31st December 2017, an estimated 171,635 refugees and migrants travelled by sea to Europe, with 119,310 recorded arriving in Italy, from Libya, via the Central Mediterranean route. According to the Regional Mixed Migration Secretariat (RMMS), East African irregular migrant arrivals to Europe in 2017 were made up of 7,000 Eritreans, 6,200 Sudanese, 2,522 Somalis, and 690 Ethiopians. Migration flows of predominantly Eritreans, Ethiopians, Sudanese and Somalis follow a north-western route, through Sudan to Libya before Europe. Of those reported dead or missing en route to Europe, 92% used the Central Mediterranean Route, making this the deadliest route so far. There are few opportunities for migrants and refugees to access humanitarian assistance. Irregular migrants and victims of trafficking congregate in hubs along the routes, but there is little to no dedicated service provision available to offer safeguarding support, information and counselling services on the risks ahead because so little is known to date about the composition of the migrant flows. As a result of the reticence of migrants and refugees to approach services, it is a challenge to develop programmatic responses that target whole migration routes with evidence-based responses to provide services and to connect to programs addressing the root causes of unsafe migration in countries of origin.

2. About the Consortium

DRC is a private independent organisation whose aim is to protect refugees and internally displaced persons from persecution and promote lasting solutions to forced displacement. DRC has been operating in Sudan since 2004, in Ethiopia since 2010 and in Libya since 2011 and is present in the main countries of departure and transit along the principal migration routes towards Europe. DRC has been engaged in evidence creation, policy influencing and operational response in relation to mixed migration since 2011, which led to the creation of a global Mixed Migration Centre in 2018, integrating multiple regional Mixed Migration research and advisory structures. Since 2010, DRC has implemented more than 50 projects under DFID funding, delivering integrated multisector assistance to refugees, IDPs and vulnerable migrants. Since 1962, Welthungerhilfe (WHH) has undertaken its activities of development and humanitarian support globally. The organisation supports populations in developing countries with integrated aid, ranging from rapid disaster emergency aid, rehabilitation and resilience programmes and long-term development assistance. WHH has had its presence in Sudan since 1998 and brings its experience on resilience programming, focusing on long-term sustainability and reducing external aid dependency. WHH has field offices in Kassala, Gedaref, Red Sea and North Darfur States of the Republic of Sudan where it is currently implementing projects.

3. The Routes-Based Migration Response programme

The Routes-Based migration response programme is a three-year intervention from October 2018 – October 2021, funded by the UK Department for International Development (DFID) designed to target three aspects of migration through and from Sudan; (i) flows through Sudan toward Europe, (ii) returns to Sudan and (ii) lack of full information about flows and risks. The programme is implemented by a consortium of organizations led by the Danish Refugee Council (DRC) which plays an overall leadership role and implements field activities as the grant holder. Its partner includes Welthungerhilfe (WHH) which is implementing programme activities in Kassala and Gedaref and the Mixed Migration Centre (MMC) which has migration monitors in 15 countries globally and is responsible for the research component of the programme.

The programme aims to achieve its impact using an approach informed by the profile of different migrant groups in mixed flows and the diverse and interconnected drivers of migration while paying special attention to migration routes and their variability. The goal of the programme is to contribute to making migration through Sudan safer, with the most vulnerable protected from harm and able to meet their basic needs. This is aimed to be achieved through three outcomes;

- *Outcome 1:* Migrants, refugees and host communities along the transit routes are protected from harm and are able to meet their basic needs.
- *Outcome 2:* Migrants, refugees and host communities are benefiting from improved durable solutions.
- *Outcome 3*: Contribute to evidence-based programming and policy development by governments, humanitarian agencies, and national partners that is responsive to humanitarian and protection needs for people on the move and enhances durable solutions.

4. Purpose of the Evaluation

The consortium plans to undertake a comprehensive end-line evaluation to assess effectiveness and appropriateness of the programme, to document outcomes, and to identify lessons learned with a view to inform future programme design. This evaluation will focus on assessing progress made against all the project outputs, outcomes and to capture project impact.

5. Overall Objective

The main objective is to assess actual project achievements against the planned targets and effectiveness to support final reporting and learning. Additionally, it will document reasons for the observed performance and draw lessons that could be used to inform future programming, documented as best practices.

6. Specific objectives of the Evaluation

1. Document evidence-based data which demonstrates that the most vulnerable are protected from harm and able to meet their basic needs, contributing to safer migration. More specifically, complete the following actions related to each programme component:
    a. Highlight the achievements, shortcomings and challenges of protection intervention activities in Khartoum
    b. Demonstrate whether community action planning activities contributed to community development, resilience and cohesion in Gedaref, Kassala and Central Darfur
    c. Evaluate the impact of livelihoods programming on improving households' ability to meet basic needs in Kassala and Gedaref
    d. Understand how MMC data was used to shape and influence service providers' strategies as well as government and international organizations' policy and programme development

2. Review the progress of the Routes-Based Migration Response programme against stated overall impact, outcomes and outputs as stated in the programme logical framework.[1]
3. Identify any gaps or issues that have affected progress towards overall objective and specific objectives, documenting corrective actions and or adaptations undertaken to address these gaps, or where applicable gaps in such corrective actions, presenting lessons learned capable of informing future programming.
4. Document and draw lessons learned, capable of informing future programming, documented as best practices. This should include an analysis on the routes-based approach, and its effectiveness in delivering assistance to persons on the move in Sudan.
5. Provide an analysis on how the programme has addressed Value for Money (VfM).

7. Scope of work:

The scope of work for the consultant will include but is not limited to uncovering the following in the report;

1. Develop/design the evaluation including questionnaire for quantitative/qualitative survey and checklist and tools for group interaction including FGD and KII with consortium partners, beneficiary groups, and relevant stakeholders
2. Share evaluation design including process, methods and questionnaires/checklist with project team, collect feedback and finalize the study design.
3. Orient, train and supervise the enumerators for any questionnaires, FGDs or KIIs developed
4. Carryout field work together with enumerators.
5. Ensure the quality of information collected during the evaluation process, cross check with the validity of information collected and verify/revise where needed.
6. Assess the project achievement against outcome and impact indicators using project data gathered by partners; assess the appropriateness and capacity of outcome and impact indicators to capture achievements of routes-based response programming
7. Describe the actual performance of the project in relation to the achievement of outcomes as listed in the results framework;
    a. Were planned outputs delivered, to what degree? If not, why not and what corrective actions were taken?
    b. Was the quality of outputs in line with expectations? If not, why not and what corrective actions were taken?
    c. How did delivery of outputs contribute to achievement of outcomes as listed in the results framework?
8. Document lessons learned and best practices, with the intention of informing future mixed migration relief programmes.
9. What activities have taken place during the implementation of the project to support the delivery of each output? Is the project anticipated to meet end-term milestones?

The consultant will use the evaluation criteria to be agreed upon by the CMU.

Criteria	Key questions
Progress against planned results	Has the programme achieved results that would not otherwise have been achieved? Are there any programme results where progress is lacking or could be improved? Is the consortium on track to complete all planned results in the programme timeframe?
Progress against objectives	Has the programme delivered on outputs and outcomes indicated in the results framework? Are there any areas of underperformance? Is the consortium on track to achieve all objectives?

[1] The consultant will not directly measure the qualitative indicators (data will be collected by consortium partners), but rather include these figures in their assessment of the consortium's progress against stated indicators.

Relevance and adaptive programming	Is the programme implementing appropriate activities given the context? Are the correct beneficiaries being targeted? Has the programme adapted to challenges effectively?
Value for Money (VfM)	What can we learn from the relationship between the costs and the results? To what extent did the programme maximize the impact of the resources it had available? How has the programme addressed Economy, Efficiency, Effectiveness and Equity?
Responding to the needs of beneficiaries and targeting the right beneficiaries.	Do planned interventions as described in the result framework continue to respond to the needs and priorities of targeted populations? To what extent has the programme been able to adapt to a revised understanding of how change is happening, through ongoing revision of programming approaches and strategies adopted by the consortium partners? The extent to which the interventions target the most vulnerable and marginalized, and the extent to which they target in such a way as to achieve maximum benefit.
Effectiveness	To what extent and under which circumstances did the programme operate as intended and which factors helped/ hindered the achievement of outputs and outcomes? Have there been any non-planned effects and are these good or bad? Has coordination with other stakeholders been effective? Have the effects of the project been felt equally across the project area or are some areas neglected?
Efficiency	Has the programme been designed and implemented in a cost-efficient manner? If not, then what were the reasons? Did the programme start on time? If not, then what were the reasons? Were all inputs delivered on time and of acceptable quality? What is the stakeholder's assessment of this intervention? Have the outputs been achieved to an acceptable standard? If not, then what were the reasons? What did the consortium do to address any non-efficiency?
Impact	How likely is it that the programme will achieve its final impact objectives while minimizing unintended negative consequences? To what extent have beneficiaries, benefited from project activities and outputs? Has the project changed their lives in any meaningful way? To what extent have local government institutions benefited from the activities and outputs?
Sustainability	Has the consortium invested in building the capacity of local implementing partners and civil society organisations? Have local government partners been engaged to ensure alignment with national development plans? Have local mechanisms relevant to programme objectives been identified and supported by the consortium?

6. Evaluation Scope and Methodology

Geographical scope of the study

The programme covers 4 states with 4 localities as shown in Table 1 below which will form the basis for the study.

Table 1. Geographic Area

State	Locality
Khartoum	Khartoum
Central Darfur	Um Dukhun

Kassala	Kassala
Gedaref	Gedaref

Approach and Methodology

The evaluation will take a mixed method approach. The consultant will be responsible for defining and carrying out the overall evaluation approach. This will include specification of the techniques for data collection and analysis, structured field visits and interactions with beneficiaries and the MEAL team. Evaluation tools, methodology and findings should be reviewed and validated with the partners and approved by the Consortium Management Unit.

The evaluation shall combine qualitative and quantitative data and gather information from migrants, refugees' returnees and host community members.

a) **Desk review** of the project documents, project periodic reports and other relevant documents to obtain secondary data.
b) **Meetings and discussions (FGDs and KIIs)** with programme implementing partners e.g. local partner, local government counterparts as applicable, project staff at different levels, some of the project beneficiaries, individuals and groups. The objectives of the meetings and discussions are to generate information for exploring the project effectiveness, efficiency and achievements. It must also explore lessons learned during the implementation, constraints and challenges encountered, and how these were addressed.
c) **Field visits** will be conducted by the consultant to observe implemented activities in the target locations. The selections of the sites for the filed visit will be agreed upon with consortium partners considering access and security. The consultant will apply **Observations** in the field to explore change in practices in the project interventions, and project impact.
d) **Household interviews** will be conducted targeting direct project beneficiaries where possible, in alignment with do no harm principles, access, and security considerations. Standard random household and respondent selection techniques should be applied. The collected quantitative information will be triangulated alongside the qualitative information to derive the performance of the project.

The evaluation report will be informed by the data collected, along with the results of the desk review. The analysis will focus on identifying trends and significant findings as they relate to the evaluation criteria and the evaluation questions.

The final report structure will be decided upon in collaboration with the Consortium Management Unit. The report will present realistic, achievable and action-oriented recommendations. All deliverables will be first submitted for review and comments before producing final documents.

7. Expected Outputs/ Deliverables

- Inception meeting: Between the Consultant, the M&E technical team and the Consortium Management Unit i.e. to jointly reflect on the evaluation questions and deliverables.
- Desk review: Undertake desk review of the relevant programme documents that include the implementation plans, progress reports, and any other relevant documents.
- Inception Report: An Inception Report detailing the process and methodologies among other things to be employed to achieve the objective of this consultancy. The following documents should be annexed to the inception report: Qualitative and quantitative data collection tools, data analysis plan, detailed work plan, etc.
- Data Analysis: A final data analysis output report based on an agreed data analysis plan with the Consortium Management Unit. This can be provided as part of the final report, and should be included in the draft report.
- Draft Report: Presented to the contact persons as detailed in the TOR. Feedback to be presented from Consortium to Consultant, to be integrated into Final Main Report.
- Preliminary findings presentation: Make a presentation to the Consortium Management Unit based on the preliminary findings from the draft report, providing space for dialogue and feedback.

- Final Main Report: Submit the final study report to DRC having incorporated all comments from the M&E technical team and the Consortium Management Unit.
- Final raw and clean datasets for any quantitative data collected as part of the evaluation, to be submitted by end of consultancy term, annexed to final report.
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- All report annexes - TOR, data collection tools, lists of key meetings held, Household interview database and any other data collected, data collection tools, or documents of reference to the Final Main Report.

8. Duration of the Consultancy

The consultancy is for 35 working days within August and September 2021. The consultant must ensure that the whole process of the work includes testing and reviewing of the tools, actual fieldwork, data analysis, dissemination of the key findings to DRC and its partners, and reviewing of the final report to integrate Consortium partner feedback, will be completed within this time frame.

The composition of the evaluation team is left up to the selected consultant/ on their internal System, ideas and logic. However, the consortium recommends that the team comprises of one Team Leader (TL) to coordinate/conduct the overall evaluation and liaise with the consortium, and have at least one expert for each humanitarian WASH, livelihoods and FSL sectors.

9. Evaluation Timeframe

Activity	Location	Maximum length
Initial meeting	Khartoum	0.5 day
Desk review and methodology development and inception report.	Office work	5 days
Hire and Train Enumerators	All the sites	3 days
Data collection and entry	All the sites	12 days
Analysis and Presentation /workshop on findings	All the sites	4.5 days
Submission of preliminary report	Office work	5 days
Submit final Report - After receiving feedback on the preliminary report	Office work	5 days
Total consultancy days		**35 days**

10. Qualifications & Experience

- At least a master's degree in a relevant field in Humanitarian Action, public policy, development studies and other related fields.
- At least 5 years' professional experience in monitoring and evaluation of the multi-sector programme
- Over 5 years of experience in conducting program/project evaluations in humanitarian contexts
- Technical knowledge and working experience in the humanitarian WASH, Protection and FSL sectors.
- Solid methodological and research skills, demonstrated through a list of research pieces and evaluations.
- Experience in working with humanitarian non-governmental organizations
- A deep understanding of the Sudan context.
- Ability to work in complex, insecure environments and be flexible.

11. Skills and Competencies

- Excellent Report writing skills, demonstrated by a list of published articles and reports.
- Excellent analytical, interpersonal, and communication skills.
- Knowledge and experience of gender equality approaches.
- Good knowledge of context and local customs.

- Proficiency in written and spoken English and Arabic.
- Must be result-oriented, a team player, exempting high levels of enthusiasm, tact, diplomacy and integrity.
- Demonstrate excellent interpersonal and professional skills in interacting with government and development partners.

12. We Offer

DRC will offer the successful applicant a 35 working-days contract. The consultancy must commence no later than 1st August 2021.

DRC will provide recommendations for travel and accommodation with logistical arrangements. Domestic flights, accommodation and local transportation will be covered by the consultant.

13. Payment Conditions

Applicants are expected to submit their financial proposals together with the Expression of Interest proposal. Payment will be in phases as follows:

Description	Percentage	Outcomes
First instalment	30%	After Desk review and methodology development and inception report.
Second instalment	70%	Upon submission, acceptance and sign off of final reporting

14. How to apply

a. Application process

Interested applicants who meet the required qualifications and experience are invited to submit their expression of interest to rfq.sudan@drc.ngo or sealed envelope to DRC office in Sudan **House No. 23, Block No. 9/H, Street 29, Al Amarat; Khartoum, Sudan** which includes the following documents:

- CV(s) with details of qualifications and experiences indicating documentation of relevant assignments undertaken and full correct details of three professional referees
- Technical offer which includes reference to the perceived feasibility of the TOR. It should also include a brief description of the overall design and methodology of the evaluation and Work plan (maximum 4 pages).
- Financial Offer which states the fees per working day (plus the respective VAT or other taxation, if applicable), the number of working days proposed and other costs (e.g. enumerators, logistics).
- Annex A Request for Quotation
- Annex B DRC General Condition of Contract signed copy.
- Annex C Supplier Code of Conduct signed copy.
- Annex D Supplier Registration form, completed and signed.

Deadline to submit the expression of interest is June 19th, 2021 on or Before 11:59 pm Sudan Standard Time.

International firms are encouraged to apply for this consultancy.

b. Assessment and award of Consultancy

DRC will evaluate the proposals and award the assignment based on **technical (50%) and financial (50%)** feasibility. DRC reserves the right to accept or reject any proposal received without giving reasons and is not bound to accept the lowest or the highest bidder. **Only those shortlisted will be contacted for an interview with the panel to ensure their understanding of the consultancy services**. Any subcontracting of the consultancy will not be accepted.

15. Selection Criteria

Sr No	Criteria	Weighting (100%)	Rating: 1 = Does not meet requirements 4 = Slightly below requirements 5 = Meet Requirements 7 = Slightly above requirements 10 = significantly above requirements
1	Post graduate Degree in Social Sciences, Development Studies, Migration Policy, and/or related discipline	10%	
2	Demonstrates a strong understanding of the Sudanese and regional context, particularly regarding migration routes and the general protection environment (e.g. through previous work experience)	20%	
3	Extensive experience in conducting evaluations for multi-sector humanitarian and development programming (at least 5 years for the highest score)	20%	
4	Strong and proven technical experience with WASH, FSL and protection experience in humanitarian or development fields (at least 5 years for the highest score)	10%	
5	Knowledge of current literature or practice in migration policy and protection for migrants and refugees	10%	
6	Based in Sudan or willing to travel to Sudan and project intervention areas (Khartoum, Kassala, Darfur) and ability to work under challenging circumstances	10%	
7	Ability to produce high quality analytical materials in English	20%	

Other Considerations:

Confidentiality and Authorship: *Ownership and copyright of all data, drafts and final products of the study will be the sole and exclusive property of DRC. The consultant will submit all original documents, materials, and data to DRC. Therefore, all the outputs of the study will not be disseminated in part or whole without express authority from DRC's Management. The consultant shall not reproduce the information in these materials in any form (electronic, hard copies, etc.) to a third party without written permission from DRC.*

Communication: *The consultant will report to the Grants and MEAL Coordinator as the technical lead and supervisor for this assignment in coordination with the Consortium Management Unit, Welthungerhilfe MEAL Coordinator, Area/Project Manager, MEAL and Project Officers.*