

Terms of Reference for Final Evaluation

Project: Creating Circles of Protection and Care of children and
their families Affected by Conflict Violence and Rights Violations
in West Bank and Gaza

OPT_VärldensBarn_2024

14 December 2024 - 30 June 2025

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PROJECT SUMMARY

Type of evaluation	External Final Evaluation
Name of the project	Creating Circles of Protection and Care of children and their families Affected by Conflict Violence and Rights Violations in West Bank and Gaza OPT_VärldensBarn_2024
Project Start and End dates	14 December 2024 - 30 June 2025
Project duration	(1 years, 6 months)
Project locations:	Occupied Palestinian Territory (oPt), Region/location
Thematic areas	Child Protection
Sub themes	Protection of Children from violence
Donor	Save the Children Sweden
Estimated beneficiaries	The primary target group of this intervention is children (boys and girls) aged 6-17 years in the most vulnerable communities within West Bank and Gaza. The total number of beneficiaries is 528 families benefiting from cash and hygiene kits (1,111 parents and 1,506 children) and 2759 children (1,359 girls and 1,400 boys), with psychosocial services in the West Bank. In addition to the 60 staff from the General Prosecution office, social workers and counsellors through trainings activities,
Overall objective of the project	<p>Building on the key lessons learned during the implementation of the ongoing Child Protection in Emergencies (CPiE) Project since its launch in July 2022. The project overall objective is to strengthen and enhance the protection, psychological wellbeing and resiliency capacity of vulnerable boys and girls and their male and female caregivers' victims of occupation violence and rights violations.</p> <p>This project focuses on delivering integrated child protection and mental health and psychosocial support (MHPSS) services, emergency cash assistance, and targeted advocacy. The project prioritizes children and families in high-risk areas, such as Area C, Jerusalem, Nablus, Jenin, Tulkarem, and Gaza, where exposure to conflict and violations of rights is acute.</p>

Through a strategic partnership with YMCA and collaboration with local and national stakeholders, the project delivers emergency protection and MHPSS services to thousands of children and caregivers, while also building the capacities of duty bearers, such as the General Prosecution, to protect children's rights. Activities include individual and group counseling, resilience-building sessions, cash support for vulnerable households, and distribution of hygiene kits in Gaza. The advocacy component ensures documentation of rights violations and promotes child participation and protection in digital and physical environments.

INTRODUCTION

This document provides Terms of Reference for Final Evaluation of Creating Circles of Protection and Care of children and their families Affected by Conflict Violence and Rights Violations in West Bank and Gaza OPT VärldensBarn 2024

Save the Children is the world's leading independent non-profit organization for children, we work in 120 countries. We save children's lives; we fight for their rights; we help them fulfil their potential. We work together, with our partners, to inspire breakthroughs in the way the world treats children and to achieve immediate and lasting change in their lives. Through programs in health, nutrition, education, protection and child rights, also in times of humanitarian crises. SCI operates across in all areas with a vision of creating a world in which every child attains the right to survival, protection, development, and participation.

Funded by Save the Children Sweden, SCI oPt CO along with its partner implemented the Creating Circles of Protection and Care of children and their families Affected by Conflict Violence and Rights Violations in West Bank and Gaza-OPT_VärldensBarn_2024. The project's overall objective will be to strengthen and enhance the protection, psychological wellbeing and resiliency capacity of boys and girls subject to violence and child rights violations resulting from the occupation as well provide support to their male and female caregivers.

Additionally, the project also contributes to the following strategic objectives in line with the Country Strategic Plan 2022-2024:

- Strategic Objective 1: The most vulnerable and marginalized girls and boys (in the West Bank and Gaza), including children with disabilities are more resilient, protected from violence, and have safe and equal services, and enjoy a greater psychosocial well-being.
- Strategic Objective 2: Strengthen resilience of vulnerable communities, enhancing their capacities to identify risks, respond to shocks, and advocate for change Children's rights are respected, protected, and fulfilled by all duty bearers.
- Strategic Objective 3: Palestinian children's rights are demanded by rights holders, and are respected, protected, and fulfilled by all duty bearers that are held accountable to them.

Save the Children seeks the services of external consultants to conduct final evaluation study to assess to what extent the intended results were achieved by the project, and to highlight lessons learnt. The evaluation should include a combination of quantitative and qualitative methodologies. A child-centred approach, with a special focus on child-participation, should be utilized throughout the evaluation.

PROJECT BACKGROUND

OPT_VärldensBarn_2024 project allows the scale up to additional locations known as hotspots, where there is an increase in violence and attacks on children including Nablus, Jenin, Tubas, Qalqilia, and Tulkarem, in the West Bank and the Gaza Strip. The project also has an advocacy component to ensure violations of children's rights are documented and that children are aware of their rights and can safely speak out when their rights are being violated. This component also includes capacity strengthening of Palestinian duty bearers, like the General Prosecutor, so they can better protect children's rights, for example in the digital sphere. SC oPt will be partnering with our strategic partner YMCA, a local organization specialized in mental health and children with disabilities, which has been implementing the active Creating Circles of Protection and Care project. The project will continue to deliver gender-responsive and inclusive child protection and MHPSS support benefiting children at risk, their caregivers, and communities in general. The project has three main components.

Child protection and MHPSS: SC and YMCA will be conducting diverse types of emergency child protection interventions and MHPSS support, targeting 2,759 children (1,400 boys and 1359 girls) and 400 parents. Amongst the activities to be implemented in the West Bank are psychological counselling sessions, child/adult resilience groups, interactive recreational activities including recreational kits and emergency psychological first aid and individual counselling sessions for both children and their caregivers. The project team will also refer severe child protection or caregivers' cases to appropriate services, as all project staff will be trained in identification and referral of child protection cases.

At the family and community level, the project will be focusing on improving the resilience and ability to support protection and psychological needs of boys and girls, by conducting sensitization sessions, resilience groups, as well as individual counselling targeting parents and caregivers. The project team will also refer to most serious cases to specialized services.

Emergency Cash assistance: The project will also target the most vulnerable families, in the project location in West Bank, with emergency multi-purpose cash assistance. SC will follow the Cash Working Group (CWG) guidelines in terms of minimum expenditure basket. The project aims to provide a one-off multi-purpose cash assistance distribution to 235 affected families. Targeting criteria will prioritize families with children suffering from chronic diseases, children who have lost their families and lack an alternative social and family support system, families with pregnant or lactating women, families with children under the age of five, displaced families with children, female-headed families, and families with children with disabilities. The project will target households who are affected by the escalation of conflict and violence within the targeted locations in West Bank following the recommendation and coordination with the relevant stakeholders (including but not only to UNRWA, Ministry of Social Development (MoSD) and CWG).

Emergency child protection first response in Gaza: As part of this project, as agreed with the donor we have procured and distributed hygiene kits in Gaza. These kits consist of the following items (this is not an exhaustive list); Toothbrush, toothpaste, a bar of soap, shampoo, conditioner, brush, comb, razor, nail clippers and shave cream, facecloth, and feminine hygiene products. With the allocated amount for emergency assistance in Gaza we have been able to provide 293 families with hygiene kits. These items were procured on 14th December 2023 and have crossed into Rafah and have been distributed during the month of April 2024. They are benefitting 1,465 individuals: 586 parents and 876 children (448 boys and 431 girls).

Advocacy, child participation and capacity building of duty bearers: The above activities will be complemented with an advocacy component which focuses on improving the knowledge and capacities of children and duty bearers around protection of children rights. The project will include conducting and sharing research and legal analysis on policy recommendations adapted in accordance with the ICJ Advisory Opinion on the legality of the Israeli occupation, following the research, a learning workshop will be conducted showing the results of the research/legal analysis and targeting the duty bearers, CSOs, Additionally, the ACCM team at SCI will work on creating communication products.

This project is designed to give special attention to various vulnerable groups while also considering unique gender inequalities and needs facing women, men, girls and boys. It prioritizes families that have been directly affected by conflicts and escalations. This includes families with children dealing with chronic diseases, facing physical dangers, and at risk of injury. Additionally, the project aims to provide support to children who have lost their families and currently lack adequate care and an alternative social and family support system. Pregnant or lactating women, as well as displaced families with children, will also be prioritized. This includes individuals who are presently displaced, female-headed families, and families led by children. The project will extend its assistance to children whose schools have been demolished and families having children

with disabilities. Moreover, it extends support to children and families who have experienced settler attacks. The beneficiary selection criteria align with the CP/MHPSS AoR guidance, ensuring that aid reaches those who need it most effectively.

Program participants are children (boys and girls), families, caregivers (male and female), volunteers, and community members from the communities most heavily (and in many cases chronically) affected by conflict violence related to regular attacks. Universal level activities target children on a geographical basis, for example all children in identified vulnerable locations are targeted by structured PSS interventions and caregivers' targets with resilience and awareness raising interventions. Through the project, volunteers and community members are trained in identification and referral of children displaying signs of child protection concerns and psychological distress. This means that the PSS activities are an avenue for screening, identifying and referring children and families for more specialized services such as psychological support and case management. The project is also targeting children with disabilities and their caregivers.

Thus, the project focuses on responding to the protracted situation in the oPt specially in Jenin, Nablus, Tubas, Qalqilia and Tulkarem with the continuous struggle living in dignity impacting devastating mental well-being of children, caregivers and the communities. Therefore, the project provided various mental health services and psychosocial support for children and their families along with other complementary services. Moreover, the project includes a more flexible humanitarian response component targeting the Gaza Strip, to ensure that children most affected by violence and conflict are also included within the framework of this project.

The primary target group of this intervention are children (boys and girls) aged 6-17 years in the most vulnerable communities within West Bank and Gaza. **The intervention directly targeted a total of 4,284 people directly.** This includes 529 women, 534 men, 1,585 girls, and 1,636 boys, ensuring a balanced and inclusive approach that addresses the needs of all age and gender groups.

The overall objective of the project is to enhance the protection, psychological wellbeing and resiliency capacity of vulnerable most at-risk boys and girls and male and female caregivers' victims of occupation violence and rights violations.

Under the first Outcome; **Enhanced resiliency capacity of vulnerable and most at-risk children, caregivers, and communities through delivering Gender-responsive and inclusive child** through Supporting boys and girl's victims of conflict related violence and rights violations through the case management and referral pathways services. To achieve this, **The primary partner YMCA will implement a range of targeted activities** including conducting Mental Health and Psychosocial Support (MHPSS) Training of Trainers for local partner staff; delivering emergency interventions using the Psychological First Aid (PFA) approach; and facilitating group psychosocial counselling sessions for children. In addition, Child Resilience groups and TeamUp groups will be conducted to promote emotional well-being and coping strategies. Specialized services will be made accessible through the referral of children in need, and individual counselling sessions will be provided to those requiring focused support. Furthermore, SCI will organize interactive recreational days for families to encourage family bonding and psychosocial recovery. To further promote healing and expression, theater performances will be held for children in community settings. Lastly, recreational kits will be distributed to families to support positive, family-based recreational activities and psychosocial well-being at home. To address the inter-related factors contributing to children's vulnerability, which may be compounded by pandemic conditions, there is a need to continue to strengthen children's access to protection and MHPSS services and prioritise multi-sector approaches. Under this Outcome, **SCI will provide Cash Assistance and kits to the families facing multiple protection risks.**

Under the second outcome, calls for and steps towards accountability for violations of International Humanitarian Law and grave violations against children and child rights are increased and strengthened. SCI and its partners will work to hold duty bearers accountable for rights violations. The project will ensure that new policy recommendations are produced, shared and used by Save the Children and other relevant stakeholders in different advocacy efforts on violations against children. These efforts will be implemented through a series of activities, including conducting and sharing research and legal analysis with policy recommendations aligned with the ICJ Advisory Opinion on the legality of the Israeli occupation, organizing a learning workshop to present and discuss the findings of this research, and producing content and communication products to support advocacy and awareness-raising initiatives.

The foreseen final evaluation is expected to start as soon as a contractual agreement is finalized and be concluded within 4 weeks.

SCOPE OF STUDY

○ Purpose, Objectives and Scope

This study is being conducted at the end of the project. It will build upon data collected throughout the project by SCI and partners. Additional data should be collected by the consultant.

This is a **summative evaluation**, where the primary purpose is to assess the performance of the project against the planned outcomes provided in the log frame, while focusing on the impact. The specific objectives of the evaluation are:

- (a.) To assess the project's performance in terms of relevance, effectiveness, efficiency, impact and sustainability while emphasizing gender-sensitive and gender transformative approaches followed and the reach to children with disabilities, including reviewing the working modalities and highlight recommendations for further project designs in the sector child protection, addressing the limitations for implementation, the key challenges and lessons learnt.
 - ✓ To assess the project's achievements against planned outcomes (see table I below)
 - ✓ To assess the sustainability of the project as it sought to enhance child protection emergency response mechanisms, systems, and MHPSS as well as holding perpetrators of political violence and rights violations accountable.

Scope: the final evaluation will cover the whole project, starting from 14 December 2024 - 30 June 2025 throughout the 1 years and 6 months of implementation. Data will be collected from secondary and primary sources, including samples from all target groups who benefited from the intervention. The collected data will be used to assess whether the project achieved its objectives and met its intended targets, in addition to evaluating the project against the standard evaluation criteria (effectiveness, efficiency, relevance, impact, suitability).

○ Intended Audience and Use of the Study

Primary intended audience of the study are the Save the Children project team, as well as the Program Development and Quality Department, including the MEAL team, who will utilize the main results to learn about the impact of the intervention and reflect this knowledge in designing further projects and interventions aimed at enhancing child protection. The evaluation will also help the MEAL team reshape logical frameworks especially indicators, assumptions and risks for coming similar interventions, in collaboration with the New Business Development (NBD) team.

The results will also be shared with The Ministry of Social Development (MoSD), CBOs, as well as implementing local partner with emphasis on recommendations and lessons learnt. The table below provides information on the different stakeholders who will benefit from the evaluation's results. Learning sessions, meetings, and brainstorming sessions considering the results will be arranged to circulate and discuss the results and build on them in addition to circulating the briefing developed among the relevant circles.

Stakeholder	Further information
Project donor	Save the Children Sweden
Primary implementing organisation	Save the Children oPt
Implementing partners	The Young Men Christian Association (YMCA) East Jerusalem Rehabilitation Program
Government stakeholders	Ministry of Social Development (MoSD),
Community groups	local partners: Protection cluster, which SCI co-leads with UNICEF, organizations providing MHPSS services, Child Protection/ MHPSS AoR, GBV Sub Cluster, and various different Working Groups and Task Forces (Case management and Military Detention).

○ Key Study Questions

In addition to collecting values for outcomes activities outlined earlier, the endline evaluation is expected to address the following questions:

Criteria	Key Study Questions	Formative	Process	Outcome	Impact	Economic
Acceptability and appropriateness	<ul style="list-style-type: none"> Is the intended program/project acceptable to the local community and stakeholders? Will they be willing to participate and engage? Is the intended program/project appropriate to this context? 	X				
Accountability	<ul style="list-style-type: none"> How has the program/project approached accountability to children and the wider community? 		X	X	X	
Child participation	<ul style="list-style-type: none"> How have the children, their needs, desires and suggested solutions, been consulted and accounted for in programme or project design and implementation? How were children supported to meaningfully participate across the programme/project cycle? 		X	X	X	
Child rights programming	<ul style="list-style-type: none"> How has the program/project design and implementation considered a child rights approach? 		X	X		
Safe programming	<ul style="list-style-type: none"> Has the program been designed, planned, implemented and monitored to ensure it is safe for children and adults and that risks are addressed? 		X	X		
Coherence*	<ul style="list-style-type: none"> Does the intervention support beneficial synergies and linkages with other interventions carried out by Save the Children and other actors in the community? 	X	X	X	X	
Effectiveness*	<ul style="list-style-type: none"> Did the program/project achieve its intended outcomes? <ul style="list-style-type: none"> ✓ Was the child protection concerns of identified children and caregivers effectively addressed through referrals to specialized services? ✓ To what extent did train staff and community members apply their knowledge in identifying and referring children and caregivers in need of protection or MHPSS support? ✓ Were the MHPSS specialized services provided effective in enhancing the resilience of at-risk children, caregivers, and community? ✓ How effectively were children and community members engaged in the advocacy and awareness-raising components of the project? 			X	X	

	<p>✓ <i>Were the research and legal analyses effectively used to generate policy recommendations?</i></p> <ul style="list-style-type: none"> Are there any differences in outcomes achieved by different groups? (disaggregation) Were there any unintended outcomes? Are the objectives of the program/project being achieved? How big is the effectiveness or impact of the project compared to the objectives planned? 					
Efficiency* Optimal utilization of money	<ul style="list-style-type: none"> Was the programme or project implemented in the most efficient way compared to alternatives/approaches? What is the added value of money of the project? 		X	X		X
Equity and equality	<ul style="list-style-type: none"> Did/does the intervention have an impact on inequality or marginalization? With emphasis on gender and disability? Is there evidence that the intervention reduces inequality and marginalization for specific groups? What mechanisms / factors contributed to this result? 			X	X	
Fidelity	<ul style="list-style-type: none"> Was the program/project implemented as intended (e.g. according to Common Approach model, as adapted to the context)? Why / why not? Did implementation meet quality standards / best practice? What were the barriers and facilitators to implementation? 		X	X	X	
Impact*	<ul style="list-style-type: none"> Does the program/project contribute to reaching higher level objectives (preferably, overall objective)? Why/ why not? <ul style="list-style-type: none"> ✓ <i>How does the project continue to improve child protection for minors at risk in the most vulnerable areas in the West Bank?</i> ✓ <i>To what extent did the project contribute to enhancing the overall resilience of children and caregivers living in conflict-affected areas in the West Bank and Gaza?</i> What is the impact or effect of the programme or project in proportion to the overall situation of the target group or those effected? What are the intended or unintended effects of the programme, either positive or negative, direct or indirect? 				X	

Inclusion	<ul style="list-style-type: none"> How did the program/project consider inclusion of vulnerable groups in the design and its implementation of activities? 	X	X	X	X	
Process	<ul style="list-style-type: none"> How well did staff/partnerships work together? How can implementation of the program be improved in terms of coordination? Have MEAL activities been implemented as planned? Were they relevant and appropriate? How could they be improved? 		X	X		
Reach and uptake	<ul style="list-style-type: none"> Did the program/project reach its intended target populations? Why/ why not? To what extent did beneficiaries' access and complete the program? How do children/families who accessed and completed the program differ from those who did not? What were the barriers and facilitators to beneficiaries accessing/ completing the program? 		X	X	X	
Relevance*	<ul style="list-style-type: none"> Are we doing the right thing? Does the intervention respond to clearly identified needs and priorities of the project participants? Was the intervention appropriately adapted to the local context and target population? How was learning and evidence used throughout the program cycle to adapt and ensure the project remained relevant? How important is the relevance or significance of the intervention regarding local and national requirements and priorities? Are the activities and outputs of the programme consistent with the intended impacts and effects? 	X	X	X	X	
Replicability and scale	<ul style="list-style-type: none"> Are the evaluation findings generalizable to other contexts? Is there evidence that the program/project will reach greater numbers of beneficiaries through the implementation of an approach at scale? 			X	X	
Satisfaction and experience	<ul style="list-style-type: none"> How satisfied were the program/project beneficiaries? (Did program beneficiaries feel the services they received were acceptable, appropriate, and suited to their needs?) 		X	X		
Sustainability*	<ul style="list-style-type: none"> Are the positive effects or impacts sustainable? How? 			X	X	
Gender sensitivity	<ul style="list-style-type: none"> How has the program/project considered gender sensitivity both in the design and its implementation of activities? Has the program/project incorporated different needs and accessibility of boys and girls, men and women? 	X	X	X	X	

	<ul style="list-style-type: none"> What are the gender gaps that the program/project addressed and what remaining aspects need to be considered further? 					
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STUDY METHODOLOGY

○ Study Design

The study design is expected to combine both qualitative and quantitative methodologies. Child-centred approaches that highlight the voice of children and the accountability of the program to children's rights and best interest are expected to be followed. Community-based approaches should also be reflected in the design of the evaluation plan, tools and reflected through data analysis and presentation. **The consultant is expected to submit a full design for the evaluation to take place to be submitted to Save the Children's Ethics Review Committee (ERC).** After submitting the full application, research ethics approval is expected to be obtained in 1 week.

○ Sampling

The sample is to be selected from the targeted beneficiaries (provided by Save the Children). Information on key respondents and targeted beneficiaries will be provided by SCI project team. The sampling and data collection will be carried out during evaluation process that is to be conducted by the external consultant.

Data Sources and Data Collection Methods / Tools

All primary data collected during the study must be disaggregated by gender, age, disability, location, vulnerability status. The primary sources of data will include targeted boys and girls, CBO staff targeted, school staff, and community and family members who were targeted by the intervention. A range of project documentation will be made available to the study team on the project design, implementation, operation among others including (proposal, narrative report, logical framework, data collected from beneficiaries for periodic assessment and other relevant documents.)

To ensure a deep understanding of the project's outcomes, impact, challenges, and recommendations for future programming, data collection will include focus group discussions (FGDs), key informant interviews (KIIs), and surveys with samples from beneficiaries, caregivers, and other relevant stakeholders involved in the project. All FGDs and KIIs will be audio-recorded to ensure accuracy and completeness of the information gathered.

The targeted sample should be **balanced** in terms of gender and people with disability.

The study team is required to adhere to the [Save the Children Child Safeguarding: Protection from Sexual Exploitation and Abuse; Anti-Harassment, Intimidation and Bullying](#); and Data Protection and Privacy policies throughout all project activities.

○ Ethical Considerations

It is expected that this study will be:

- **Child participatory.** Where appropriate and safe, children should be supported to participate in the evaluation process beyond simply being respondents. Any child participation, whether consultative, collaborative or child-led, must abide by the basic requirements for meaningful and ethical child participation (voluntary, transparent, accountable, safe, inclusive, relevant, child-friendly, supported by training, respectful).
- **Inclusive.** Ensure that children from different ethnic, social and religious backgrounds have the chance to participate, as well as children with disabilities and children who may be excluded or discriminated against in their community.
- **Ethical:** The study must be guided by the following ethical considerations:
 - Safeguarding – demonstrating the highest standards of behaviour towards children and adults.
 - Sensitive – to child rights, gender, inclusion, and cultural contexts.

- Openness - of information given, to the highest possible degree to all involved parties.
- Confidentiality and data protection - measures will be put in place to protect the identity of all participants and any other information that may put them or others at risk.¹
- Public access - to the results when there are not special considerations against this
- Broad participation - the relevant parties should be involved where possible.
- Reliability and independence - the study should be conducted so that findings and conclusions are correct and trustworthy.

It is expected that:

- Data collection methods will be age and gender appropriate.
- Evaluation activities will provide a safe, creative space where children feel that their thoughts and ideas are important; any possible risk should be considered, and an alternative plan set to ensure the safety of children and their caregivers.
- A referral mechanism will be followed in place in case any child safeguarding or protection issues arise.
- Informed consent will be used where possible.
- The consultant will ensure all member of the consultancy team should receive SC Child Safeguarding Training and CP issues.
- SCI accountability flyers including complaint mechanisms will be presented and placed at a noticeable spot

Research ethics plan: bidders are required to set out their approach to ensuring complete compliance with international good practice about research ethics and protocols particularly with regards to safeguarding children, vulnerable groups (including people with disabilities) and those in fragile and conflict-affected states. The consultant must be willing to assist SC research ethics committee and dedicate the necessary time for this.

Intellectual property: all materials, reports and other documents produced by the consultant for the purpose of this evaluation belongs to SCI. No party is allowed to republish the data/report, all or part of it without the permission of SCI.

Confidentiality: The consultant will maintain the highest possible professional and person standards. In particular, the consultant will ensure the honesty and integrity of the study process and respect the security and dignity of the stakeholders with whom the consultant interacts. Information and documentation gathered in the course of this assignment may not be used for any other purpose without the prior permission of SC.

EXPECTED DELIVERABLES

The study deliverables are outlined below. The evaluation team lead and SC Project team will agree on final milestones and deadlines at the inception phase. The estimated time to start the process is the end of June 2024.

Deliverables/ Milestones

The consultant will submit the following deliverables to SCI team:

- A. **Under this final evaluation, final report and documents are to be submitted by July 10th, 2025, with a first draft to be shared 7 working days prior to the final deadline.**
1. Inception report: the report will cover different aspects including: the evaluation objectives, scope, description of the methodology, study design, data collection tools, sampling strategy, data sources, data analysis and reporting plan, communication and logistics, field work plan, and a work plan emphasizing the key deliverables/milestones against the set timeline. The consultant shall submit the report using the inception report template of SCI.
2. Data collection tools: (; any modification is possible if the consultant suggests there is a need for it).

¹ If any Consultancy Service Provider, Freelancer or Contingent worker will have direct contact with children and/or vulnerable adults and/or beneficiaries and/or have access to any sensitive data on safeguarding and/or children and/or beneficiaries, it is the responsibility of the person receiving the consulting service to contact the local HR team and child safeguarding focal point to ensure vetting checks and on-boarding are conducted in line with statutory requirements, local policies and best practices guidance.

3. Power Point Presentation of key findings: the consultant will present a summary of formative key findings of the evaluation focusing on key findings, emerging issues (if applicable), any changes that have had to be made to the evaluation design (if applicable) and any remaining key task to be performed and any refinement for change to the methodology (if applicable).
4. Final evaluation report: using SCI template, the consultant will submit the final report including the following sections.
 - *Executive summary*
 - *Background description of the Program and context relevant to the Study*
 - *Scope and focus of the study*
 - *Overview of the study methodology and data collection methods, including a Study matrix*
 - *Findings aligned to each of the key Study questions*
 - *Methodological limitations of the evaluation*
 - *Conclusions outlining implications of the findings or learnings*
 - *Recommendations*
 - *Annexes (Project logframe, study ToR, Inception Report, Study schedule, List of people involved, encrypted raw data, list of interviewed people, FGD and KII transcript, databases and analysis outputs, power point presentation)*
5. Evidence to action brief

All documents and annexes are to be **produced in English, MS Word format **using SCI templates** provided as annexes; reports are to be submitted electronically by email to the SC team.

** The **Evidence to Action Brief is a 2-4 pages summary** of the full report and will be created using the Save the Children template. This can be done by the Evidence

Copies of all PowerPoint presentations used to facilitate briefings for the project should also be provided to Save the Children in editable digital format.

REPORTING AND GOVERNANCE

The external consultant is to provide reporting against the project plan directly to the MEAL department/ the MEAL Coordinator and will function fully in a multi-disciplinary team that is supported by SC staff. The external consultant will provide weekly updates on progress and discuss any occurring issues, this may take the form of a short weekly meeting/email. For every milestone, the consultant will get SCI's team feedback and incorporate it where needed. SCI's team approval should be obtained before proceeding to the next milestone throughout the process.

STUDY TEAM AND SELECTION CRITERIA

The members of the external team to conduct the endline evaluation of the project are to have to following criteria:

- The team must have Child Protection technical expertise.
- Demonstrated experience in the field of Child Protection, Juvenile Justice and IHL
- Demonstrated experience in coordinating and administering baseline/end line studies, including gender-sensitive data collection and entry, data management and storage, preferably for international non-profit organizations or multilateral agencies.
- Demonstrated experience in setting up relevant data base systems.
- Demonstrated experience in quantitative and qualitative data analysis.
- Knowledge and experience in the national context, stakeholders and power analysis in the country, in addition to international conventions.
- Good communication skills.
- Fluency in English (spoken and written) is a requirement.

- A track record of open, collaborative working with clients

There is a high expectation that:

- Members (or a proportion) of the study team have a track record of previously working together.
- A team leader will be appointed who has the seniority and experience in leading complex study projects, and who has the ability and standing to lead a team toward a common goal.
- the team has the ability to commit to the terms of the project and have adequate and available skilled resources to dedicate to this study over the period.
- the team has a strong track record of working flexibly to accommodate changes as the project is implemented.

APPLICATION PROCESS

Interested consultants will be required to submit an Expression of Interest in line with the provided template and send it to the following email address: opt.procurement@savethechildren.org, no longer than, **Thursday, the 29th of May, 2025.**

Applications for the consultancy must include six components, for a total of no more than 15 pages (not including appendices, CVs, etc.):

1. Detailed **technical proposal** clearly demonstrating a thorough understanding of this ToR and including the following:
 - i. **Demonstrate previous experience** in coordinating and administering studies of a similar nature, including experience with the implementation of data collection activities that are gender-responsive, adolescent-friendly and respect child safeguarding principles.
 - ii. **Propose a plan for** surveying the projected sample population, with adequate consideration for gender sensitive issues, timing of surveys, travel cost per team of enumerators, supervision of enumeration teams, and quality control.
 - iii. **Propose steps to be taken for enumerator training**, piloting/translation of tools, data collection,² spot checking, data entry and management.
 - iv. **A proposed timeframe** detailing activity and a schedule/work plan (including a chart) with the proposed number of enumerators, size of enumerator teams and total number of days in the field; and
 - v. **Team composition** (including sex-disaggregation) and level of effort of each proposed team member, if applicable.
2. A **financial proposal** with a detailed breakdown of all costs including:
 - i. Itemized consultancy fees/costs for all team members
 - ii. Itemized field data collection expenses
 - iii. Itemized administrative expenses.
 - iv. Validity period of quotations
3. **Curriculum Vitae(s)** of all proposed team members outlining relevant experience.
4. **Names and contact information** of **three references** who can be contacted regarding relevant experience.
5. **A copy of a previous report of a similar nature undertaken** on a) baseline study; OR b) end line study; research (preferably in gender equality, inclusion, empowerment)
6. **A Consulting Firm profile** (if applicable).

CRITERIA

Evaluation Criteria	Weight %
I. Technical Offer (please review annex 3)	60%

² While mobile data collection is not mandatory, strong preference will be given to applicants utilizing a mobile data collection platform.

Technical Profile of the Consultant including consultant(s) qualifications, CV, past experiences, network	20%
Methodology: Clarity of the methodology, roles, tools, challenges and mitigation measures.	15%
Likelihood of the study to support generating evidence	5%
Quality and relevance of similar work/sample (preferably in gender equality and women empowerment field)	10%
A completed and detailed timeline for the implementation plan	5%
Added value compared to other proposals – Special qualitative additions	5%
2. Financial Offer	40%
Total	100%

Financial Proposal

Save the Children seeks value for money in its work. This does not necessarily mean "lowest cost", but quality of the service and reasonableness of the proposed costs. Proposals shall include personnel allocation (role / number of days / daily rates / taxes), as well as any other applicable costs.

Annex (1): Project Logframe (will provided once contraction is completed)

Annex (2): SCI templates for Evaluation and Research reports) will provided once contraction is completed)

Annex (3): SCI Evaluation Scoring for perspective consultants

Category	Evaluation Quality Criteria (used for internal scoring after completion)
Purpose, Design and Methods	1. Does the evaluation report clearly identify the evaluation's purpose (including its key objectives, questions and criteria) as set out in the evaluation's Terms of Reference (ToR)?
	2. Are the data collection and analysis methods a clearly justified approach to addressing the evaluation's purpose and questions? (Do they provide valid, reliable and ethical data?)
	3. Is the methodology suitably tailored to the context and population groups to which the evaluation questions relate (e.g. re gender, disability, socio-economic status, geographic location, cultural context, ethnicity)?
	4. Is the size and composition of the sample in proportion to the conclusions sought by the evaluation?
	5. Does the evaluation build on what is already known, for example existing tried and tested frameworks and tools, existing data/evidence, and previous lessons learned?
	6. Are the methods used to collect and analyse data and any limitations of the quality of the data and collection methodology explained and justified?
	7. Has any personal and professional influence or potential bias among those collecting or analysing data been recorded and addressed or mitigated ethically?
Analysis and Findings	8. If evaluating impact, is a point of comparison used to show that change has happened (eg. a baseline, a counterfactual, comparison with a similar group)?
	9. Is the explanation of how (e.g. theory of change, logframe, activities) the intervention contributes to change explored?
	10. Is the data well triangulated, such as by using different data collection methods, types of data and stakeholder perspectives?
	11. Are alternative factors (eg. the contribution of other actors) considered to explain the observed result alongside an intervention's contribution?
	12. Are unintended and unexpected changes (positive or negative) identified and explained?

13. Are the perspectives of children & communities included in the evidence, including the most deprived and marginalised? Note: For evaluations focused on young children, caregiver perspectives are adequate instead.
14. Are the findings disaggregated according to sex, disability and other relevant social differences?
15. Is there a clear logical link between the data that was collected and analysed, and the conclusions and recommendations presented?
16. Are conflicting findings and divergent perspectives presented and explained in the analysis and conclusions?
17. Are the findings and conclusions of the assessment shared with and validated by a range of key stakeholders (eg. communities, partners, Save the Children staff)?
18. Is the analysis and interpretation of the data well communicated through accessible language and helpful visuals (diagrams, graphs, tables as needed)?
19. Are references, annexes and links included that provide additional relevant data, analysis or references (including key documents and which individuals/stakeholders were involved)?
20. Is there a clear plan for how to use the results, including recommendations that are 'SMART' (Specific, Measurable, Achievable, Relevant, Timebound) and directed toward the appropriate 'end users', a dissemination plan, and specific actions for implementing these recommendations?

