

TERMS OF REFERENCE FOR END-LINE EVALUATION

PROTECTING CHILDREN AFFECTED BY ARMED CONFLICTS IN SUB-SAHARAN AFRICA

(2020 – 2023)

Introduction

For 100 years, Save the Children has been making a difference in children's lives in more than 120 countries. We are the world's largest independent child rights organisation, underpinned by a vision: a world where every child attains the right to survival, protection, development, and participation. Our mission is to inspire breakthroughs in the way the world treats children and to achieve immediate and lasting change in their lives. Save the Children is an organisation for talented people with different backgrounds and perspectives. We are proud that our people are representative of the children we work with, and we thrive on our diversity. We are an equal opportunity organisation dedicated to our core values of Accountability, Ambition, Collaboration, Creativity, and Integrity. Our culture is embedded in these values, along with a strong commitment to our Child Safeguarding Protocol, ensuring that all representatives of Save the Children demonstrate the highest standards of behaviour towards children both in their private and professional lives.

Program Background

Protecting Children Affected by Armed Conflict in Sub-Saharan Africa program is a four-year intervention implemented from 2020 to 2023 under *Sweden's Strategy for Regional Development Cooperation for Sub-Saharan Africa 2016-2021* and *Strategy for Sweden's regional development cooperation with Africa 2022-2026*. The program succeeds the 'Integrating Child Protection in the African Peace and Security Architecture' (ICPAPSA) program, which was implemented from 2017 to 2019. The overall goal of this program being: All children affected by armed conflicts in Sub-Saharan Africa are adequately protected from violence, abuse, neglect, and exploitation. In collaboration with a broad range of actors, the program aims at addressing the complex risks and needs of children affected by armed conflict. While building on global standards, guidelines, and expertise, the program places a strong emphasis on localisation throughout the objectives, commitment to Protecting Children in Armed Conflict-related activities at a continental level, as well as to Sustainable Development Goals 16.1, 16.2, 16.3, 16.72, and Sustainable Development Goal 5.33.

Goal and Objectives:

Programme Goal: All children affected by armed conflicts in Sub-Saharan Africa are adequately protected from violence, abuse, neglect, and exploitation.

Programme purpose: Child Rights and Protection are institutionalized within the African Peace and Security Architecture.

Objectives of the program

- Strengthened capacity for regional actors in Sub-Saharan Africa to prevent, resolve and deal with the effects of armed conflict on children.
- Increased influence and participation by children and young people in processes for peace and reconciliation.
- Strengthened capacity and competence for Save the Children Country Offices and Partners to engage with armed forces and groups in order to prevent, resolve and deal with the effects of armed conflict on children.
- Strengthened humanitarian capacity and capability in Francophone conflict-affected countries in WCA, in particular local and national actors, to protect children affected by armed conflict.

- Strengthened role of local humanitarian child protection actors in Francophone conflict-affected countries in WCA in coordinated service delivery through increased leadership and influence and access to humanitarian funding
- Strengthened capacity of regional actors in Sub-Saharan Africa to deploy transformative and sustainable policies and actions based on evidence and learning.

Program target groups and beneficiaries:

The program targets the following strategic actors in order to achieve the goal and specific objectives established.

- The AU Peace and Security Department is a key stakeholder and interlocutor between the program and other peace and security organs within the AU, such as the Peace and Security Council (PSC). Of relevance to the program, the PSD is tasked with the operationalization of APSA, of which the African Standby Force is a component and with the coordination and harmonization of peace and security programs in Africa, including RECs and RMs.
- African Committee of Experts on the Rights and Welfare of the Child (ACERWC) - ACERWC is the main target group of the project as its mandate, as envisaged in Article 42 of the ACERWC, is to promote and protect the rights and welfare of the African child and to monitor the implementation of the Charter of the African Union.
- Regional Economic Communities, Regional Mechanisms, and Regional standby forces: The latter is a significant peace and security stakeholders both in terms of their mandates within their communities and as part of the broader African Peace and Security Architecture. This includes The East Africa Standby Force (EASF) and the ECOWAS Standby Force (ESF)
- Training Centres of Excellence are at the forefront of building capacity for peace support operations. The program continues to work with TCEs - Kofi Annan International Peacekeeping Training Centre (KA IPTC) and the International Peace Support Training Centre (IPSTC) to support T/PCC level training and as technical support for monitoring and evaluation of the trainings in Mission.
- Troop/Police Contributing Countries: The program expanded its focus on a new set of countries amongst the large T/PCCs. For the EASF member States block, the program engaged the military in Ethiopia, Kenya, and Rwanda and introduce Uganda and Rwanda for PSO Police and Correctional services deployments. The focus for ECOWAS is Ghana, Burkina Faso, and Nigeria Military.
- Humanitarian partners. The program engages with critical humanitarian partners relevant to issues, including humanitarian protection, access, and promotion of international humanitarian law.
- Global CPMS Working Group under the Alliance for Child Protection in Humanitarian Action.
- Global Child Protection Area of Responsibility.
- Regional Child Protection Working Group (CPWG) in the WCA region.
- In-country humanitarian child protection coordination mechanisms in the WCA region.

Purpose of the Evaluation

The purpose of this evaluation is to assess the extent to which the program has achieved the intended and/or unintended outcomes, provide in-depth analysis and understanding of why certain intended or unintended outcomes have or have not occurred, analyse the challenges encountered, and document lessons for improving future programs. It will also review the recommendations of the program Mid Term Evaluation (MTE) and assess the extent to which these were implemented.

The following are the specific objectives of this evaluation.

1. To determine the extent to which the program achieved its stated objectives and contributed to the overarching goal.
2. To evaluate to what extent the program has delivered effective, efficient, relevant, and timely activities as set in the program log frame.
3. To assess the extent to which the achieved changes/impact will remain sustainable beyond the programme's lifetime.
4. To document lessons learned and good practices and offer evidence-based recommendations for similar future programs, including the programme's approach and ways of working around complex and multi-thematic issues and institutions in a VUCA environment for institutional and programmatic learning.
5. To evaluate whether the collaboration between Save the Children and its stakeholders has added value to the program interventions, what has contributed to this added value, and what has not? Additionally, to assess the effectiveness of stakeholder collaborations in fostering solutions or approaches to child protection of CAAC.

Scope of the Evaluation

The evaluation will cover the program implementation period from January 2020 to December 2023 in line with the results framework and against standard evaluation criteria (relevance, effectiveness, efficiency, coherence, impact, and sustainability). The consultant/consultant firm will be required to lead on the following tasks in consultation with the Thematic Lead-CAAC, who will regularly liaise with the programs MEAL and Research Specialist for support.

- Develop an End-Line evaluation methodology for the assessment.
- Hold a meeting with the CAAC program team and conduct a desk review of the objectives and targets of the program, including relevant documents and an understanding of the program design and contextual framework.
- Design tools/questionnaires, inception report and methodology for data collection of both qualitative and quantitative data.
- Carry out data collection (through desk review, interview, and stakeholder visit)
- Analyse and synthesize data; and prepare reports.
- Submit data analysis and draft report for feedback.
- Incorporate, compile, and submit a final report (maximum of 35 pages) along with End-line evaluation data.

Save the Children Regional Programming Unit and the PCIC team will be responsible for the following:

- Identifying and contracting the consulting.
- Initial communication and ongoing coordination with the stakeholders.
- Reviewing and approval of data collection tools.
- Assistance in accessing Save the Children- PCIC documentation and monitoring data.
- Approval of the inception and final report.

Approach and Methodology

The consultant/consulting firm will be expected to lead and coordinate this exercise in close collaboration with the Save the Children PCIC team and relevant stakeholders/ partners involved in the implementation of the program. The methodology will be developed by the consultant, as well as all relevant tools, and presented in the inception report. The three strategic objectives mentioned above should be assessed, including all research questions.

The data collection should include the use of a number of approaches to gain a deeper understanding of the outcomes of the program, including:

- Desk review of background documents (program documents, program monitoring data, progress reports, Annual reports, mid-term evaluation reports, Activity reports, etc.)
- End-line evaluation survey with program beneficiaries.
- Key informant interviews (e.g., with Save the Children program staff members and stakeholders) to gather substantial anecdotal evidence on the effectiveness, efficiency, relevance, and timeliness of the program activities implementation and delivery.
- Focus group discussions (e.g., with stakeholders, etc.) The FGD will serve as input for the narrative and anecdotal evidence.
- A workshop to disseminate lessons learned through a presentation and a workshop facilitated by the consultant.

All primary data collected during the study must facilitate disaggregation by gender, age, disability, and location.

Proposed Stakeholders

The primary intended audience of the study are.

- PCIC Programme team
- Programme Steering Committee's (PSC)
- Save the Children Technical advisors.
- AU (PSD, ACERWC, and Youth Division)
- Regional Economic Communities, Regional Mechanisms
- Targeted Representatives from Troops Contributing Countries - Ethiopia, Uganda, Kenya, Burkina Faso, Nigeria, South Africa etc.
- Training Centres of Excellence – IPSTC and KAIPTC
- Humanitarian and program partners.
- Save the Children Country Offices –South Sudan, Burkina Faso, Mali, Niger
- Global CPMS Working Group under the Alliance for Child Protection in Humanitarian Action.
- Global Child Protection Area of Responsibility.
- Regional Child Protection Working Group (CPWG) in the WCA region.
- In-country humanitarian child protection coordination mechanisms in the WCA region.

The evaluation team will be required to propose how the primary audience will be involved throughout the evaluation process and how evaluation findings will be shared with each of the different stakeholders in the table above, particularly outlining how reporting back to communities, beneficiaries, and children will be conducted in an accessible and child-friendly manner.

N/B

- Due to the program scope and spread of various stakeholders across sub-Saharan Africa, some of the interviews with stakeholders will be done remotely.
- After reviewing relevant documentation, the consultants/consulting firm, in consultation with the PCIC Program team, will come up with a comprehensive sample of stakeholders and schedule.

Evaluation Criteria and Key Study Questions

The evaluation will apply six evaluation criteria (relevance, coherence, effectiveness, efficiency, impact, and sustainability).

The tentative list of evaluation questions, which will be selected and refined during the inception phase and presented in the inception report:

Coherence

- Does the intervention facilitate positive synergies and connections with other initiatives undertaken by Save the Children in the country or community?
- Is the intervention aligned with the efforts of other organizations operating in the same context, promoting synergy, harmony, and coordination with government and other pertinent service providers?
- To what degree did the intervention foster cross-sectoral collaborations, and how effectively did it employ innovative and adaptable collaborative approaches involving various stakeholders?

Effectiveness

- To what extent has the programme strengthened the capacity of regional actors in Sub-Saharan Africa to prevent, resolve, and address the impact of armed conflict on children? What specific improvements or changes have been observed in their abilities and actions?
- What measurable improvements in capacity and competence have been noted among Save the Children Country Offices and Partners in their engagement with armed forces and groups? How effectively has this engagement contributed to preventing, resolving, and mitigating the impact of armed conflict on children, considering the perspective of beneficiaries?
- How has the collaboration with key stakeholders such as the AU Peace and Security Department, Regional Economic Communities, Troop/Police Contributing Countries, and Humanitarian partners contributed to the program's achievements? What specific contributions or impacts have these stakeholders made towards the program's objectives?
- To what degree was the programme's implementation methodology and process efficient?
- To what extent has the programme attained its intended outputs, outcomes, and impact? If it fell short of achieving these goals, what progress was made in that direction? What factors contributed to the achievement or non-achievement of programme results?
- What lessons have been learned, and what best practices or recommendations should be considered by the programme moving forward?

Efficiency

- How do programme beneficiaries perceive the programme's value for the resources invested in relation to the services provided? How can their active input and feedback help us better understand the programme's cost-effectiveness and efficiency?
- Was the programme effectively aligned with Save the Children's strategies for protecting children affected by armed conflict in Sub-Saharan Africa? How did the programme contribute to the formulation and implementation of relevant national and stakeholder plans and strategies aimed at addressing armed conflict?
- Did the programme's activities and outputs align with the intended outcomes and impact?
- How effectively did the programme anticipate and adapt to changes in the operational environment?

Relevance

- Does the intervention align with the identified needs and priorities of programme participants, and has it been appropriately tailored to the local context and target population?
- Throughout the programme cycle, how was learning and evidence utilised to adapt and maintain the programme's relevance?
- Do the programme activities and outputs align with the intended impacts and effects?
- To what extent did the intervention strategies, guided by the needs of children affected by armed conflict in Sub-Saharan Africa, match the local context and the priorities of the target population?

Impact

- Does the programme contribute to achieving higher-level objectives, preferably the overall objective? Please explain the reasons for its impact or lack thereof.
- What is the programme's impact on the target group or affected population in relation to their overall situation?
- What are the programme's intended and unintended effects, including both positive and negative, whether direct or indirect?
- Has the programme led to a sustained reduction in incidents of violence, abuse, neglect, or exploitation among children affected by armed conflict in Sub-Saharan Africa due to its interventions?
- How has the working relationship and coordination among stakeholders evolved over the program's duration to address the needs of children affected by armed conflict effectively?
- What changes have occurred in the prevalence of children affected by armed conflict during the programme's lifespan, and what factors contributed to these changes?
- How has the nature of armed conflict evolved during the programme's implementation, and what factors have played a role in driving these changes?

Sustainability

- Are the positive effects or impacts of the intervention expected to be enduring?
- How will we assess the sustainability or permanence of the intervention and its resulting effects?
- To what degree have regional actors in Sub-Saharan Africa strengthened their ability to implement evidence-based, transformative, and sustainable policies and actions? Have there been any noteworthy policy changes or actions initiated or supported as a result of these efforts?
- Have the programme's targeted stakeholders increased their capacity and knowledge to respond effectively to children affected by armed conflict?
- How effectively has the programme garnered support for a lasting community and stakeholder commitment to safeguarding children affected by armed conflict?

Reporting and Presentation/Expected Deliverables

The consultant/consultant firm will be, expected to lead, accomplish, and submit the following deliverables within the agreed timeframe and budget:

- An inception report, which will serve as an agreement between parties on how the evaluation will be conducted. Items to address:
 - Understanding of the issues and questions raised in the ToR.

- Data sources: how to assess the questions in the ToR.
- Methodology, including suggested sample and size.
- Schedule of activities and travelling (timeline)
- Proposal for validation of evaluation findings
- Detailed budget
- Appropriate validated draft data collection tools (e.g., methodological guidelines, interview questions, etc.)
- Raw data in any of the following statistical packages (STATA, SPSS) and transcribed qualitative scripts.
- A max 35-page draft and final evaluation report (in MS Office and PDF for final), excluding annexes and in English.
- A max of 10-page draft and final summary report (in MS Office and PDF for final) in English.
- Both reports should be in the format indicated below. It is preferable to illustrate the results with appropriate graphs, visuals, tables, and/or a dashboard with an accompanied explanatory text. The report should consist of the following:
 - Executive Summary (max. 2 pages).
 - Introduction.
 - Methodology, including sampling and limitations.
 - Analysis and findings of the evaluation.
 - Stories of change and quotes from respondents.
 - Recommendations for future programs.
 - Annexes:
 - Relevant maps and photographs of the evaluation areas where necessary
 - Bibliography of consulted secondary sources.
 - Finalized data collection tools.
 - List of interviewees with accompanying informed consent forms
- PowerPoint presentation of preliminary findings.
- A report detailing quantitative and qualitative measures of achievement against each stated objective. This should include a comparison of baseline and endline data for key indicators, narrative accounts of how activities contributed to objectives, and an analysis of how these achievements align with and contribute to the overarching goal.
- An analytical assessment that scrutinises the program's execution against the log frame's specifications for effectiveness, efficiency, relevance, and timeliness. This includes a performance scorecard that rates each activity against these criteria, supported by data on resource allocation, timelines, target population engagement, and activity outcomes.
- A sustainability analysis report that evaluates the long-term viability of the program's outcomes, focusing on the mechanisms put in place to ensure continued benefits beyond the program's lifetime.
- A lessons-learned compendium that synthesizes good practices, challenges, and innovative solutions identified throughout the program. This document should provide evidence-based recommendations for future programs, particularly those addressing complex, multi-thematic issues in a VUCA (Volatile, Uncertain, Complex, Ambiguous) environment.
- A collaboration impact assessment report that examines the nature, extent, and effectiveness of collaborations between Save the Children and its stakeholders in enhancing program interventions. This should include an analysis of how these collaborations have added value to the program, contributed to innovative solutions or approaches to child protection of Children Affected by Armed Conflict (CAAC), and identified areas of strength and improvement.
- Validation workshop for program stakeholders and partners.

Indicative Time frame

The consultancy is for 60 days, from March 2024 to April 2024. The consultant/consulting firm 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 Save the Children and its partners, and reviewing of the final report will be completed within this time frame.

This assignment will be coordinated by the Save the Children PCIC team under the regional programming Unit. The estimated financial proposal/ proposed budget for the End-Line Evaluation should include the following:

- Consultancy fees.
- Number of days required to complete the assignment.
- Tax and any other relevant cost related to and required for the proper conducting of the End-Line evaluation.

Required Skills and Experience

To achieve the objectives of this assignment, the consultant or team should be an experienced individual or professional firm with the following skills:

1. Has conducted at least three evaluations in the last five years, ideally in the relevant field.
2. Demonstrated technical expertise, methodology, and tools in measuring and evaluating advocacy results/outcomes.
3. Very good understanding of the main concepts of the program.
4. Familiar with participatory and partnership approaches and empowerment of civil society.
5. Advanced knowledge of English. Knowledge of the French language would be an asset.
6. In-depth understanding of child rights monitoring and advocacy at national, regional/sub-regional, international, and Pan-African levels and previous work in the field of Pan-African advocacy is an asset.

A team coordinator must be appointed. The team coordinator will be responsible for the whole work and all deliveries; s/he will also act as the contact person with the CAAC Thematic Lead.

1. The suitable person must have a minimum of a master's degree in the fields of Social Sciences, International Human Rights, Statistics, Demography, Research Methodologies, Development Studies, Law, Education, and any other related fields.
2. The person should have a minimum of 8 years prior work experience with a development organisation and has a minimum demonstrable experience of undertaking desk reviews, as well as rapid assessments & or evaluations. The consultant should have strong and demonstrable knowledge and experience in the field of gender equality and gender mainstreaming and familiarity with gender analysis tools and methodologies in the specific area of intervention.
3. The consultant should have significant experience in collecting and analysing quantitative data from small-scale sample surveys.
4. The consultant should mention previous works in regard/ relation to quality assessment/evaluation processes in their proposal and give reference to previous clients.
5. Experience of working within a dispersed team, remaining self-motivated, using initiative, and responding appropriately to constructive feedback.
6. Able to reliably access the Internet, as well as relevant national policy/planning documents and surveys.
7. Additional knowledge and experience on networks will be of great importance.

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. Opportunities for collaborative participation could include involving children in determining success criteria against which the program could be evaluated, supporting children to collect some of the data required for the evaluation themselves, or involving children in the validation of findings. Any child participation, whether consultative, collaborative, or child-led, must abide by the [9 Basic Requirements for meaningful and ethical child participation](#).
- **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.
 - Public access - to the results when there are no 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.

Submission of the proposal

The proposals for this End-line evaluation will include two submissions as electronic files (in PDF format) delivered in separate files as follows:

1. A technical proposal containing.
 - Plan for the End-Line evaluation should be conducted.
 - Review of the proposed data, sources of information, and surveys
 - The understanding of the TOR, the main goals, and tasks of this End-line evaluation and of the proposed study questions, methodology, team, detailed timetable, and steps for the End-line.
2. Samples of previous work in similar consultancy work (assessment/survey/monitoring/evaluation)
3. The CV of the proposed consultants (education background, expertise, and experience in relation to the scope of the end-line and the geographical location), with a description of why experience is relevant to the task and using a matrix indicates how the proposed team complements each other as well as how they correspond to the profile.
4. A financial proposal based on activities/ requirements of the Consultant/Consulting firm.
5. Completed consultant EOI Form.

Interested applicants can send their applications to esarpu.bid@savethechildren.org on or before **23 February 2024 at 2pm.**