

External Evaluation of the project « Mitigating the potential impact of the COVID-19 Crisis on the Peace Process in Afghanistan »

CONSULTANCY TERMS OF REFERENCE NOVEMBER 2020

ToR OBJECTIVE

The assignment detailed below is for a consultant to conduct the final external evaluation of the implementation of Geneva Call Afghanistan's project « **Mitigating the potential impact of the Covid-19 Crisis on the Peace Process in Afghanistan** ». The Geneva Call team will be led by Faryaneh Fadaeiresketi, Country Director, and day to day supervision will be provided by Geneva Call's Emergency Program Manager.

Start date and end date of project: 15.07.2020-14.01.20212

Target country and provinces : Afghanistan – Kabul, Kandahar, Kunduz, Kunar, Nangarhar

Final beneficiaries &/or target groups: Target groups of the project are armed non-state actors; civil society organisations; central and local authorities and decision makers; and religious and traditional authorities. The final beneficiaries are local communities affected by armed violence in Kandahar, Kunduz, Kunar and Nangarhar. Indirectly, the project aims to benefit health and aid organisations.

BACKGROUND

The **overall objective** of the project “Mitigating the potential impact of the COVID-19 Crisis on the Peace Process in Afghanistan” is contributing to the reduction of violence against healthcare in non-government controlled and conflict-affected areas, to mitigate in the long-term the potential impact of the COVID-19 crisis in intra-community relations and the knock-on effect to the peace process in Afghanistan.

The **specific objective** is that communities, local authorities, and armed organizations increasingly collaborate and take concrete measures to protect healthcare and reduce barriers to the delivery of assistance and healthcare to address the COVID-19 crisis.

The project targets civil society, community representatives, constituencies of fighting parties, Afghan representatives of the peace process, EU policy and decision makers.

The project engages ANSAs, communities, health and aid workers through training, workshops, and other activities detailed in project documents for the consultant selected.

EVALUATION STRATEGY

Geneva Call is seeking an external evaluator to conduct the final evaluation of the implementation of the project.

The key research questions that the final evaluation is trying to answer are:

- To what extent was the project completed based on the initial plan submitted to the donor?
- To which extent have the activities contributed to achieve the objective?
- What factors supported or prevented the successful implementation of the project?
- What are the lessons learned for future similar programming?
- Based on the findings of the external evaluation, what are the protection risks that should be further addressed by Geneva Call if any?

The evaluation will be conducted using the following tools:

- desk review of relevant documents including the project's internal documents
 - Geneva Call carried out a baseline survey in April/July 2021 and an endline survey in December 2021 with a sample of ANSAs members, community members, and health and aid workers. These surveys, as well as an interim report and additional activity reports will be the main project documents available for the evaluator's desk review.
- Key Informant Interviews with relevant stakeholders in one or several of the provinces of implementation, including but not limited to:
 - individual project beneficiaries
 - members of the target populations
 - project staff

The sample proposed should be representative of the project geographic footprint: Kabul, Kunduz, Kandahar, Kunar, and Nangarhar, although travelling to all these provinces is not a requirement for the evaluation.

Due to the sensitivity of the work achieved by Geneva Call and its confidentiality obligations, Key Informant Interviews with ANSA members may not be possible.

This external evaluation will be output and outcome focused. The evaluation of the impact, given the substantive change in the context of operation will not be relevant in this situation. Therefore, the external evaluator shall prefer a review of project documents with triangulation of data through a limited number of Key-Informant Interviews. This shall also be reflected in the timeline of implementation for the external evaluator.

MAIN TASKS

1. Perform a desk review with all documents provided by Geneva Call (proposal, interim report, activity reports, baseline, etc.). Other documents can be requested by the external evaluator, who shall also identify relevant secondary and external sources of information.
2. Design an evaluation methodology (including sample size and distribution, research methods and proposed instruments, etc.). This will be submitted to Geneva Call for approval.
3. The consultant must develop an informed consent form for participation, which must be completed by each participant prior to the beginning of the work. Oral informed consent is acceptable but must be documented for each participant.
4. Draft research instruments and template for transcripts/notes. Templates must include a roster providing relevant demographic information of the interviewee(s), such as gender, age, location, literacy (and other basic information deemed relevant). Tools will be prepared in English and when approved, translated in relevant local languages by the evaluator.
5. Conduct data collection in the selected locations. The interviews should be transcribed and submitted to Geneva Call in English after being anonymised.
6. Draft a report (20-25 pages, in English) based on the analysis of the transcripts and submit it to Geneva Call, including two pages of executive summary and a short methodology introduction.
7. Integrate comments from Geneva Call into the final evaluation report.^{[L]_{SEP}}

DELIVERABLES

PHASES	DELIVERABLES	DATE OF DELIVERY
<i>Phase I - Preparation and Desk review of documents</i> 1. Kick-off call with Geneva Call 2. Review of project documents	1. Methodology and tools	1 week after signing contract
<i>Phase II - Data Collection, transcription and analysis</i> 1. Data collection 2. Transcription and translation 3. Analysis		2 weeks after signing contract
<i>Phase III - Report Writing and Feedback</i> 1. Report drafting 2. Report finalisation	1. Draft Evaluation Report 2. Transcripts of interviews translated and anonymised 3. Final evaluation report	3 weeks after signing

	following comments from GC team	
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The external evaluation should begin as soon as possible and be completed no later than 10th of January 2022.

PAYMENT

Payment will be done within 5 days after submission of the final report. All costs related to this external evaluation should be included in the budget of the evaluator, including translation, travel costs or insurance.

SELECTION CRITERIA

The consultant should have at least 5 years of experience conducting qualitative research on social issues including conflict analysis, armed groups, human rights and humanitarian law and health preferably in Afghanistan (documented evidence is required, e.g. summary of reports and names of contracting agencies).

The consultant must have experience working in teams, preferably in a leadership position, and have a strong client orientation. S/he must be familiar with donor/contracting requirements and be able to deliver reports in a timely manner.

Qualified consultants should submit a proposal for the assignment that includes a short proposal including methodology (max. 1 page), relevant past experience, and a resume (max. total 5 pages). The proposal should include a proposed budget. A sample of research/report in English would also be appreciated.

A preference will be given to evaluators already in country, as travel and visa issues may delay conducting this external evaluation. A remote external evaluation can also be considered but the methodology and past experience in conducting such evaluation shall be strongly documented.

Geneva Call will retain all rights to all outputs of this consultancy (see list of deliverables). Outputs from this consultancy may not be used or licensed by the consultant or other entities without the express written permission of Geneva Call.