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# TERMS OF REFERENCE FOR END-OF-PROJECT EVALUATION

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**Name of Project: Strengthening Civil Society Organizations and Children's Participation to Scale up UNCRC Monitoring**

A Project done by

**Civil Society Coalition on the Convention on the Rights of the Child Inc.  
in partnership with Save the Children Philippines**

**Project Duration: January 2020 – December 2021**

## 1. Background

Save the Children in partnership with civil society organizations (CSO) is implementing programs and projects funded by the Swedish International Development Cooperation Agency (Sida) CSO appropriation grant (2017-2021). The Sida CSO appropriation relates to the Swedish government's strategy for CSOs. The overall objective of programs funded through this grant is to contribute to the capacity building and strengthening of local civil society.<sup>1</sup> In line with the strategy and overall objective, Save the Children aims to contribute to a strong and sustainable civil society, demanding and supporting strong governance systems for children's rights and for the protection of all children. Projects implemented with partner CSOs are focused on the thematic areas of Child Protection (CP) and Child Rights Governance (CRG) in development contexts.<sup>2</sup>

In 2020, CRC Coalition implemented a two-year project, *Strengthening Civil Society Organizations and Children's Participation to Scale up UNCRC Monitoring* with financial support from Save the Children Philippines. This project aims to support CRC Coalition's mission of leading civil society efforts to strengthen government's accountability for children's rights through systematic monitoring and reporting of the implementation of the Convention on the Rights of the Child (UN CRC). The implementation of the UN CRC and national laws will be closely monitored in this project.

## 2. Purpose of the Evaluation

Projects with partner CSOs have been implemented for a period of five years (2017-2021) and which are split into two sub award agreements covering 2017-2019 and 2020-2021. The main purpose of the end-of-project evaluation is to: 1) Assess the achievements and processes of the two-year project (2020-2021) against the target project results/outcomes, and; 2) Draw key learnings and lessons to improve on program implementation. The evaluation will be Partner-led<sup>3</sup> in coordination with Save the Children.

## 3. Objectives and Focus of the Evaluation

The evaluation will assess the relevance, effectiveness, efficiency and sustainability of the project and formulate recommendations that will guide future planning and programming. Specifically, the evaluation will review and analyze the two-year project based on its results framework and present evidence-based results, including outcome stories and/or case studies demonstrating change.

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<sup>1</sup> Save the Children Sweden. *General Instructions to SCI Country Offices and Regional programmes: Sida CSO Appropriation Grant 2017- 2021*

<sup>2</sup> Within Child Protection the sub-thematic focus is on the Protection of children from violence and Child protection systems. Within Child Rights Governance the sub-thematic focus is on Monitoring and demanding child rights with children, Good governance delivering child rights and Public investment in children.

<sup>3</sup> Sida. *Sida's Evaluation Handbook: Guidelines and Manual for Conducting Evaluations at Sida* (April 2018), 3

The evaluation will look into the quality integration of cross-cutting themes, specifically child participation, conflict sensitivity, environment / climate change, inclusion and gender. Good practices and sustainable approaches from the project will be identified.

### 3.1 Evaluation Questions

The following questions will guide the end-of-project evaluation:

#### On Relevance:

- With respect to the Project's goal, outcomes and output, to what extent have the Project results contributed to: 1) Changes in legislation, policies and practices; 2) Civil Society strengthening, and; 3) Empowerment of individuals and children?
- What are the significant and relevant results/outcomes of the Project? Why are these significant? How did these outcomes improve the lives of children and communities? (Organize by level of importance/relevance)
- What have been the unintended and unexpected outcomes of the Project (both positive and negative)?
- Who has benefited from the project? In what ways?

#### On Effectiveness:

- To what extent did the Project achieve its target results, i.e., outcomes and outputs? Please provide clear evidence.
- What major factors influenced the achievement or non-achievement of the target results (outcomes and outputs)?
- To what extent are the project approaches/interventions cost-effective? (Identify the most cost-effective approach and support with specific example, and evidence).

#### On Efficiency:

- Was the process of achieving Project results efficient? Did the actual results (outputs and outcomes) justify the costs incurred? Provide examples. Are budget costs structured around the results chain?
- Was the project implemented in the most efficient way compared to various alternatives? Could a different approach have produced better results? Did project activities overlap or duplicate with other similar interventions (funded by other donors)? Provide example of an alternative approach. What are the strengths and limitations of the Project's implementation process?

#### On Sustainability:

- What are the sustainable outcomes and benefits of the Project?
- To what extent are the benefits of the project likely to be sustained after the completion of the Project?
- What is the likelihood of continuation and sustainability of project outcomes and benefits after completion of the project?
- How were capacities strengthened at national, local, community and organizational level?

Cross-Cutting themes:

*An account of below prioritized perspectives needs to be taken and properly examined for the duration of the project period: quality and extent of their inclusion, and specific results created through related interventions/activities*

On Gender:

- To what extent did the Project contribute to changing discriminatory gender norms? To what extent did the Project contribute to the prevention and/or response to gender-based violence (e.g., female

genital mutilation, child marriage, sexual violence – girls, boys, children of with diverse sexual orientation and gender identify)? Please describe the results/ outcomes.

- To what extent did the Project promote the rights of women, girls and children with diverse sexual orientation and gender identity? Please describe the results/ outcomes.
- To what extent did the Project work with men and boys to promote gender equality? Please describe the results/ outcomes.

#### *On Child Participation*

- To what extent were children’s voices/views heard and reflected in project activities and in interactions with governments and other stakeholders? Please describe the results/ outcomes.
- To what extent did the Project take into account children's different needs according to age, gender, ethnicity, disability and other social identities? How were programs adapted to meet those differing needs? Please describe the results/ outcomes.
- How have girls, boys and target groups of children been empowered by exercising their right to participation? Please describe the results/ outcomes.

#### *On Conflict Sensitivity*

- Has the Project identified and alleviated existing tensions/conflicts in its given context? Kindly describe what kind of programmatic areas triggers conflict sensitivity, and how has it been addressed through the project.
- Was the Project able to minimize both the risks posed by external conflicts on the organization, and those generated by the program? Please describe the results/ outcomes.

#### *On Environment*

- Have there been strategies that contribute to community and organizational resilience, as well as sustainable use of natural resources together with children and local communities? Please describe the results/ outcomes.

#### *On Inclusion*

- Has the Project ensured that all children, without discrimination, have equitable access to programs, resources and activities? Please describe the results/ outcomes.

#### *On Partnership:*

- To what extent did the partnership between the CSO partner and Save the Children contribute to achieving Project results/results for children?
- What are the strengths and limitations of the partnership in the Project’s implementation process and in achieving the Project results?

## **4. Scope and Evaluation Methodology**

The detailed evaluation design will be developed by the CSO Partner with its external evaluator in coordination with Save the Children Philippines.

The approved project proposal provides important information about the scope of the intervention to be evaluated. It is advisable to let the evaluator propose an appropriate methodology to answer the evaluation questions in the tender.

**The methodology should include consultations and feedback from external CSOs, children, relevant Government officials to assess the added value of the project.**

## **5. Expected Output**

The Project Evaluation Report covering the period January 2020 to December 2021 **should be submitted not later than 30 January 2022**. The evaluation report should not exceed 25 pages excluding annexes. The report should be written in English.

The suggested evaluation report format is outlined below:

1. Cover Page
2. Table of Contents
3. List of Acronyms
4. Executive Summary: must be a standalone summary, describing the Project, main findings of the evaluation, and conclusions and recommendations. This section should not exceed 3 pages.
5. Main Body: The main body of the report shall elaborate the points listed in the Executive Summary. It will include the following sub-sections:
  - Background Information
  - Methodology
  - Evaluation Strengths and Limitations
  - Findings and Analysis of Project Results
  - Key deviations and adjustments (Important to examine key changes/adjustments (programmatic, operational) resulting either from deliberate knowledge/learning or from the changes in the operating context
  - Good Practices
  - Lessons Learned
  - Findings and Conclusions
  - Recommendations
  - Annexes (Please include stories, examples or case studies that can 'demonstrate' specific findings, conclusions, lessons learned

## **6. Qualifications of Project Evaluator**

- Has 3-5 years of experience in conducting project/ program evaluations
- Knowledgeable about data collection methods and methods for protecting confidential data
- Strong observational, analytical and critical thinking skills to be able to review project documents and other information to assess the relevance, effectiveness, efficiency and sustainability of the project
- Excellent writing skills to be able to provide clear and concise reports that outline findings and highlight the reasoning behind the analysis and recommendations provided
- Excellent communication skills to gather information from Project staff, children and other stakeholders to assess the project
- Strong ability to understand the context of a program and how it affects program planning, implementation, outcomes, and evaluation
- Able to independently organize work and submit deliverables on time
- Proficient in Microsoft platforms including Excel, SharePoint, Outlook, and PowerPoint.
- Knowledgeable about best practices in project/ program evaluation

## **7. Program Budget:**

The compensation for the End of Project Evaluation Consultant is commensurate with the work required for an intermediate level consultative position. Fee is inclusive of applicable tax. Transportation expenses incurred during data gathering/interviews with key informants will be reimbursed by CRC Coalition provided that request for reimbursement is supported with official receipts and/or acknowledgment receipts.