



TRUNG TÂM HỖ TRỢ PHÁT TRIỂN VÌ PHỤ NỮ VÀ TRẺ EM

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Address: Room 414, My Dinh Plaza,
138 Tran Binh, My Dinh 2 Ward,
Nam Tu Liem District, Ha Noi

Hanoi, 6 February 2020

Terms of Reference for End of Project Evaluation

Project title:

Misereor: “Consolidation of CM for rural sustainable development in Phuc Thuan commune”

(BfdW: “Strengthening the self-help approach of rural communities in Phuc Thuan commune”)

(Project code: 339-017-1013 ZG by Misereor and
N-VNM-2017-3040 by BfdW)

General information

Name of the organisation	Centre for Promoting Development for Women and Children (DWC)
Address	Room 414, My Dinh Plaza, 138 Tran Binh street, My Dinh 2 ward, Nam Tu Liem district, Hanoi, Vietnam
P.O. Box	Room 414, My Dinh Plaza, 138 Tran Binh street, My Dinh 2 ward, Nam Tu Liem district, Hanoi, Vietnam
Contact person	Ms. Bui Thi Kim – DWC Director
E-mail	dwc.buithikim@gmail.com
Phone number	(844) 66 58 74 74
Fax number	None
Project title	<i>Misereor: “Consolidation of CM for rural sustainable development in Phuc Thuan commune”</i> <i>BfdW: “Strengthening the self-help approach of rural communities in Phuc Thuan commune”</i>
Project period	01.04.2017 – 31.03.2020
Project Budget	240.000 Euro
Funded by Misereor	190.000 Euro by Misereor (BMZ) - 79% of the total Budget (4.560.000.000 VND)
Funded by BfdW-PDS	50.000 Euro by BfdW (Donation) - 21% of the total Budget (1.200.000.000 VND)

1. Background information

DWC

The Center for Promoting Development for Women and Children (DWC), established in 2003, is a Vietnamese non-profit, non-governmental organization. **DWC envisions** a Vietnam without poverty, where women and children enjoy equal rights and participate in all relevant spheres of political, economic, cultural and social life. DWC's mission is to improve the quality of life for disadvantaged people, especially women and children through education and training, and to facilitate sustainable development projects and programs contributing to the National Gender Equality and the National Poverty Reduction Programs.

Since its establishment, DWC has been implementing many development projects for poor/ethnic minorities in Vietnam to promote sustainable community development, gender equality, empower women in decision-making at grassroots levels...

DWC's main working approaches are right based (duty bearers fulfilling their obligations; right holders claiming their rights; non-discrimination) and community self-management based (local people at grassroots levels make decision in all issues related to them).

The Project

The Project *“Consolidation of CM for rural sustainable development in Phuc Thuan commune, Pho Yen district, Thai Nguyen Province”* co-financed by Misereor (79%) and BfdW (21%) is implemented in six villages including Thai Then Ba, Coong Leng, Chang, Quan Cay, Dam Ban and Sim Long of Phuc Thuan commune during 4.2017 – 3.2020 and will be phased out at the end of March 2020.

The project has the following goal, objectives and indicators:

Project Goal: “To contribute to sustainable development of poor communities in Thai Nguyen province.

Project Objectives:

1. Quality of life of residents in the 6 project villages is improved as a result of improvement in self-help capacities, infrastructure, the environment and livelihood strategies.
2. Farmers in the 6 project villages are able to change from subsistence production to market oriented commodity production for income generation purpose.

Indicators of Project Objectives

For objective 1:

Indicator 1.1: By the end of the project, at least 20 small scale projects which are self-managed by local residents (self-managed in term of planning, implementation, monitoring and evaluation) achieve their objectives.

Indicator 1.2: By the end of the project, at least 75% of Community Clubs members confirm that the quality of their life is improved thank to project measures.

For objective 2:

Indicator 2.1: By the end of the project, at least five out of the six Self-Help Groups (including 100 farmer households) sign supply contracts with traders.

Main target groups:

Direct beneficiaries

- Approximately 2.100 residents in 6 villages, with the San Diu and Dao ethnic groups accounting for 80%;
- 1.924 villagers will benefit from awareness-raising measures, small-scale development projects and the establishment of a biogas facility;
- 46 key community members, including at least 23 women, are trained on the application of the community management approach;
- 120 residents are trained and coached on market-oriented commodity production for income generation purposes;
- 10 communal Government officials who will participate in training sessions/workshops and dialogues.

Indirect beneficiaries

- Approximately 15,500 residents of Phuc Thuan commune benefit from the small-scale development projects and awareness-raising measures on self-help, community participation and commodity production strategies

Key project interventions:

- Improve the capacities of core members of six project villages on community management and related issues to promote community self- management through applying community management approach (CM) in implementing community based small-scale projects.
- Support Farmers' Interest Groups (FIGs) to produce safe, market oriented agricultural products. Promote experience sharing and execution of activities for sustainable income.
- Organize dialogues at village levels during the course of which local authorities and farmers discuss issues of common concerns/interest and propose solutions.
- Organize thematic meetings to create opportunities for farmers to discuss with related experts on relevant legal, gender and commodities production policies.

Implementing partners: DWC's partners at local level include: People's Committees, Women's Union of Pho Yen Town, Thai Nguyen Province and the project is implemented with support from a Project Management Board (PMB) whose members come from village, commune and district levels. The PMB meet bi-annually to review implemented activities and agree on upcoming six -month activities.

2. Objective of the evaluation, evaluation criteria and key questions to be answered:

The objective of the evaluation is to review whether or not the project achieves its objectives and to assess the project's sustainability after the project phased out. The evaluation should provide additional recommendations for local people and local authorities to sustain the project results as well as for DWC in order to replicate the project model to other project areas.

Key evaluation criteria and questions to be answered

Evaluation criteria	Issues/ Questions to be answered
<p>1. Relevance To what extent is the project suited to the priorities, and policies of the target groups.</p>	<ul style="list-style-type: none"> • The level of importance of the project's interventions to the target group (e.g. do they focus on a matter of importance prioritized by the target groups?) • To what degree the project objectives remain relevant? • Are project's activities and outputs consistent with its objectives? (Cause –Result Linkage).
<p>2. Obstacles and opportunities</p>	<ul style="list-style-type: none"> • Were there any obstacles? If yes, how did the project overcome them? • Were there any opportunities for improvement? If yes, how were they taken?
<p>3. Results/Outputs and Impact</p>	<ul style="list-style-type: none"> • What are the positive and negative changes (in terms of local social, economic, political, cultural, environmental and gender aspects) produced by the project, directly or indirectly, intentional and unintentional? • How many people have been affected? • What are the most important achievements of the project to date? • What are other factors contributing to the changes produced by the project and to what extent these changes are attributed to the project?
<p>4. Effectiveness A measurement of the achievement of the project objectives – a comparison of intended and observable/actual results.</p>	<ul style="list-style-type: none"> • To what extent are project objectives attained or likely to be attained? • What are key factors that supported/facilitated or impeded the achievement of project objectives? • Are the initial objectives realistic?
<p>5. Sustainability: Assessment of the prospects for the continuation of the project's benefits upon its withdrawal. Benefits should be economically, technically and socially sustainable.</p>	<ul style="list-style-type: none"> • Are the benefits brought by the project likely to continue after the project has been completed and no more donor funding is available? • To which extent can the achievements of the projects be continued after the end of the project? • What are the main factors contributing to or hindering project sustainability?

3. Evaluation design/methods

The external evaluation will be conducted using participatory methods and involve the following stakeholders:

- Beneficiaries of six project villages

- Implementing partners at different levels including:
 - ✓ Members of Project Management Board.
 - ✓ Local authorities at commune level (People’s Committee, Women Union, agricultural extension office etc.)
 - ✓ Heads and key community members, community based groups in project villages
 - ✓ Members of self-help groups (SHGs)
- DWC Director and related project staff.

4. Duration and timeline

The evaluation is proposed to be conducted in February - March 2020. The table below shows the main activities and maximum number of days allocated for each activity.

Time/Deadline March 2020	Activities	No. of paid working days
Week 3 of February	- Submit technical proposal including evaluation methods, tools, proposed budget, involved stakeholders and outline of the evaluation report.	01
Week 4 of February	- Review of relevant project documents and finalize evaluation tools	03
Week 1 of March	- Working with DWC team at DWC office in Hanoi and agreed on program at the field and outline of the reevaluation report	01
Week 2 of March	- Field trip: data collection at district, commune, village levels and feedback meeting at communal level	04
Week 3 of March (Latest by 19 March)	- Processing data, draft report in Vietnamese and send to DWC for comments	03
Week 3 of March (Latest by 25 March)	- Submission of final report in Vietnamese and English to DWC	03
Total		15 days

5. Expected deliverables

The consultant is expected to provide the following products in Vietnamese/English to DWC on the following dates:

- Tentative evaluation plan (including involved stakeholders in detail) for DWC’s arrangement with stakeholders: 4 March 2020 (in Vietnamese).
- Draft evaluation report in Vietnamese: 19 March 2020.
- Final report including main report and Annexes (in Vietnamese and English): 25 March 2020. The main report should not exceed 25 pages.

6. Key qualifications and competencies of the evaluator

The consultant needs to demonstrate the following competencies and experiences:

- At least 7 years of experience in evaluation of national and international development projects;
- Proven expertise and deep knowledge in sustainable community development;
- Strong knowledge of development policies in Vietnam;
- Excellent communication skills, fluency in Vietnamese and good writing in English.

7. Support by DWC:

- Provide related project documents as evaluator needed;
- Obtain permits of local authorities for the field visits;
- Arrange transportation and accommodation at the field visits;
- Related project staff will accompany the evaluator to the fields.

8. How to apply

Interested candidates are requested to submit following documents to Mrs. Bui Thi Kim – DWC Director via email (dwcbuithikim@gmail.com), CC to Mrs. Pham Thu Hong - DWC Deputy Director responsible for Finance and Human Resource (hongpt.dwc@gmail.com) and CC to Mrs. Nguyen Thi Thanh Xuan – the project accountant (xuannguyen.dwc@gmail.com) on 20 February 2020 at the latest (only selected evaluator will be contacted):

- Updated CV;
- Technical proposal including draft evaluation program with detail methods, tools, stakeholders involved...;
- Daily rate for required working days;
- Draft report outline;
- List of stationary needed;
- Support expected from DWC staff at the field (technical, logistics etc.)

Note

Please kindly refer to the project cost norms as follows:

- Maximum daily rate: 3.000.000 VND/day;
- Perdiem: 300.000 VND/day at the field;
- Accommodation: lump sum 300.000 VND/night or according to the actual red bill.

Bui Thi Kim
DWC Director