





Rural Support Programmes Network (RSPN)

Terms of Reference

First Evaluation of Sindh Union Council and Community Economic Strengthening Support (SUCCESS) Programme – RSPN Component

1. Introduction, Background and Rationale:

The European Union (EU) and the Islamic Republic of Pakistan have signed a Financing Agreement to support a 6 year (2015-2021) Sindh Union Council and Community Economic Strengthening Support (SUCCESS) programme, aiming to reduce poverty in eight districts of Sindh. The SUCCESS programme is being implemented by the Rural Support Programmes Network (RSPN) and its three member Rural Support Programmes (RSPs): Sindh Rural Support Organisation (SRSO), Thardeep Rural Development Programme (TRDP), and National Rural Support Programme (NRSP). The SUCCESS programme foresees to have some key value added support provided by RSPN, through the award of a direct grant by the European Union. The key components of support provided by RSPN are based upon nearly 15 years of similar experience of supporting RSPs in Pakistan. This experience also includes the Union Council-based Poverty Reduction Programme (UCBPRP) launched by the government of Sindh and implemented by SRSO and TRDP in rural Sindh in 2008.

The objectives of the RSPN role in the SUCCESS programme are to complement implementation of the programme by partner RSPs, by ensuring effective quality control, standardisation, documentation and responsiveness to lessons learnt, by fostering and maintaining a component of research and knowledge management, and by providing value-added strategic support such as development of common implementation methodologies and processes. RSPN also aims at wider dissemination of the lessons learnt through undertaking evidence-based advocacy with stakeholders, and in the media, to scale up successful development approaches. These objectives (and contributing activities) support all four "results" of the overall logframe of the SUCCESS programme, but especially results 0 and 4. The overall SUCCESS programme Logframe is attached in Annex – I and Logframe for the RSPN component is attached at Annex - II.

This document outlines the Terms of Reference (TORs) to conduct a rapid evaluation of the RSPN component of SUCCESS programme on the given mandate envisaged in the Logframe of the EU funded SUCCESS programme (RSPN component).

2. Purpose of the evaluation:

The evaluation has two primary purposes, which are as follows:

- <u>Accountability to stakeholders:</u> The evaluation findings shall be disseminated to a broad range
 of stakeholders including implementing partners (NRSP, SRSO, and TRDP), the donor (EU), and
 relevant government institutions of the government of Sindh and other development
 organisations.
- <u>Learning to improve effectiveness:</u> The evaluation shall aim to provide lessons learned and recommendations in order to refine the designs and introduce improvements into the future efforts.

The findings of the evaluation shall be based on the following criteria:

I. Relevance:

- Was the project needed in the context of the target areas?
- Whether or not the most vulnerable communities within the project areas had been targeted?

II. Efficiency:

- How efficiently were resources used to produce intended outputs?
- How could resources have been used more efficiently?

III. Effectiveness:

- To what extent did the project achieve its intended results?
- What factors contributed to the achievement of intended results or the lack thereof?

IV. Sustainability:

To identify and disseminate the experiences and lessons learnt from the design and implementation
of SUCCESS programme, so that it can inform and improve any future operations, especially to
ensure a more effective and sustainable impact in remaining programme duration.

3. Scope of Work:

The purview of the assignment will be to collect, compile and rate the results and productivity of the major components of SUCCESS programme (RSPN component) towards the overall programme objective. This will entail:

- Reviewing and analysing key documents related to SUCCESS programme. This will include an
 examination of financial documents, periodic progress reports, programme implementation
 manuals and guidelines, event reports, and other various monitoring documents related to
 SUCCESS programme. Documents are available at www.success.org.pk
- To evaluate the log-frame achievements.
- Gather additional information through interviews and focus group discussions with the implementing partners and key stakeholders including officials of government of Sindh and EU.

4. Indicative Methodology:

An individual consultant recruited will review the overall objectives and Indicators of SUCCESS programme (RSPN component) for relevance, and to evaluate achievements against the log-frame indicators on the basis of efficiency, effectiveness, and sustainability. The consultant will conduct the assessment using the cross-validation methodology, combining the review of project documents, field observations and interviews with RSPN and RSP representatives.

5. Timeframe (Duration) and Activity Schedule:

The RSPN requires that the evaluation should be completed shortly after completion of first year programme operations and are circulated to the EU and related stakeholders. Total time required for this assignment is 3 weeks (15 work days). Expected date for the assignment to start is 1st September 2016.

The following activities are proposed to guide the consultant in preparing the methodology and establishing a timeframe for the evaluation:

Item	Deliverable	Due Date
1	Collect and analyze available programme documents and meet with RSPN core	3-Sep-2016
	and SUCCESS team, EU officials and relevant SUCCESS RSPs staff.	
2	Analyze programme documents, available data and submit draft report to	16-Sep-2016
	RSPN for initial review.	
3	Review of the draft report and submission of comments by the RSPN.	18-Sep-2016
4	Incorporate comments of the RSPN, and submit final report to RSPN.	20-Sep-2016
5	The consultant to hold a meeting at RSPN to share the evaluation findings and	21-Sep-2016
	recommendations.	

6. Qualification of the Consultant firm:

The evaluation will be conducted by an international/national expert (an individual consultant) who will meet the following criteria:

- Relevant experience of more than 10 years in programs management in developing countries.
- Minimum of 5 years' experience in conducting evaluations of community demand-driven development projects in Pakistan or South Asia region.
- Knowledge of community mobilisation and livelihoods components within the context of Pakistan.
- Excellent history of report preparation and data analytics for large CDD programs.
- Able to meet deadlines and work under pressure.

7. Supervision and Reporting:

The successful individual consultant will report to the M&E Specialist, RSPN and have close coordination with the Programme Manager SUCCESS RSPN.

8. Indicative Budget:

Indicative budget of the assignment is PKR 0.5 million and would be charged to RSPN SUCCESS programme.

9. Selection Method and Code for Proposal:

An individual consultant will be selected using the following evaluation criteria:

No.	Description	Points Criteria	Total Points
1	Consultant's Experience and Qualificat	tion	40
Α	Projects of similar nature handled during last 5 years	Relevant Experience in Similar Nature Projects (2/Project)	10
В	Years of Experience	10 years & above (3.5), 5-9 years (2), less than 5 (1)	10

No.	Description	Points Criteria	Total
С	Adequacy of the experience	Highly Relevant (16-21), Relevant (10-15), Moderately Relevant (0-9)	10
D	General Qualifications	Master's degree in social sciences, economics, rural development or related field (8-10.5), BA/ B.Sc. in Development, Economics or related field (5-7), Other (0-4)	10
2	Adequacy of Proposed Methodology a	nd Work Plan	30
Α	Technical approach and Methodology	Presentation to the Evaluation Committee of RSPN	15
В	Work-plan	Commitment to complete the assignment within the give time duration	15
3	Cost	Per day rate and total cost	30
	Total Poi	nts	100

10. How to Apply

Interested applicants having relevant experience and qualification are invited to submit their CV alongwith a brief financial proposal and a PowerPoint presentation on the methodology and approach and estimated cost of the assignment at hr@rspn.org.pk by 25th August, 2016.

Only shortlist candidates will be invited to the present their methodology and approach to the evaluation committee.

Annex I: SUCCESS Programme Logframe (Overall Programme)

	Intervention logic	Indicators	Baseline (incl. reference year)	Current value Reference date	Targets (incl. reference year)	Sources and means of verification	Assumptions
Overall objective: Impact	Enable the Government of Sindh from 2018 to support and sustain community-driven local development initiatives throughout the province, through the provincial budget, based on a dedicated and costed policy in partnership with Community Institutions.	Reducing the number of targeted "poor" households (those having poverty scores 0 - 23) Policy changes due to community advocacy	Not available now. To be estimated after the poverty scorecard census in the programme area [Year: 2016-17]		30% numbers of target poor reduced by the end of the programme (2021)	Sample based community poverty scorecard rankings pre and post programme Third party baseline sample surveys as anteprogramme assessment and final programme evaluation as post - assessment Policy change initiatives	
Specific objective(s): Outcome(s)	OC 1: Stimulate community-driven local development initiatives to reduce poverty in eight poor rural districts in Sindh, paying particular attention to empowering women	GoS has a local development policy with an emphasis on community driven development with corresponding budgetary allocation. Increased levels, and more diverse sources of income of target households who join COs, VOs, and LSOs in targeted districts. Percent of targeted households are actively mobilized, via their female members. Percent of targeted poor	Not available now. To be estimated after the poverty scorecard census in the programme area		Approved CDD policy & budget framework Income increased by 70% of target HHs' [at least PKR 1,200 per month in constant 2016 terms]	Sample based community poverty scorecard rankings pre and post programme Third party baseline sample surveys as ante-programme assessment and final programme evaluation as post - assessment Midterm review, external and internal evaluations by EU Thematic sectoral assessment studies by RSPN Access to and use of public services survey as part of the Third party baseline sample surveys as ante-programme	Programme areas remain safe and secure for implementation activities Increased capacities of district authorities for service delivery are sustainable after the Programme District authorities give priority to poverty reduction and good governance Programme benefits are spread over the whole community including vulnerable groups such as

	Intervention logic	Indicators	Baseline (incl. reference year)	Current value Reference date	Targets (incl. reference vear)	Sources and means of verification	Assumptions
		households (poverty score of 0-23) will report a better access to and use of public services, such as access to water and sanitation, education, health, civil acts registration, etc. Percent reduction of the stunting rate of under-5 year old children in the targeted districts.	Not available now. To be estimated after the poverty scorecard census in the programme area MICS 2014-15 (year 2016)		households through 32,400 COs, 3,240 VOs and 307 LSOs 70% of the targeted poor households will report better access to services	assessment and final programme evaluation as post -assessment Nutrition survey as part of the Third party baseline sample surveys as ante-programme assessment and final programme evaluation as post - assessment	women, landless, and disabled
					age group) reduced		
	Result/Op -1 Approximately 770,000 rural households in 8 districts mobilized and capacitated through	Number of target households actively mobilized through their female members.	0		770,000 target households mobilised	Sample based Community institutions maturity index surveys on annual basis	Continuous support from the Government Adequate
Outputs	community organizations of which at least 70% will continue to function effectively at the end of the programme.	Number of Community institutions (COs/VOs/LSOs) created or capacitated to form mature organizations	0		32,400 COs, 3,240 VOs & 307 LSOs formed		participation by women
		Number of Community Resource Persons / community Activists engaged at LSO level, trained in social mobilisation, development,	0		3,360 institutional & sectoral CRPs		

 Intervention logic	Indicators	Baseline (incl. reference year)	Current value Reference date	Targets (incl. reference year)	Sources and means of verification	Assumptions
	cross-cutting themes and advocacy Number of organizations provided with at least awareness raising or training on adopting coping mechanisms and resilience, disaster risk reduction, planning, savings, and crosscutting themes (nutrition, WASH, gender, human resources, environmental awareness, etc.) Number of Committees composed of local authorities and community representatives at various levels are created to enhance community-driven planning, financing, and implementation of development interventions Number of Networks of LSOs created at district level to advocate with government for better service delivery	0		Selected members of all 32,400 COs attended sectoral awareness sessions 8 joint development committees at district and 35 at taluka level created		
		0 (year 2016)				
		(you 2010)		8 district level LSOs networks created		

	Intervention logic	Indicators	Baseline (incl. reference year)	Current value Reference date	Targets (incl. reference year)	Sources and means of verification	Assumptions
	Result/Op-2. An average sustainable increase of poor household incomes by 30%	Percent increase in household incomes derived from income generating grants and CIF as productive investments Technology adoption by all trained farmers and livestock owners, or inputs provided for food security and nutrition Number of community members especially females receiving technical and vocational training Percent of poorest community members benefit from a micro-health insurance.	0 0 0 (Year 2016)		Income increased by 30% of target households 50% of households benefitted from IGGs 108,000 trained females/ household siblings 25% of poorest households (PSC 0-23)	Income surveys undertaken as part of the third party baseline sample surveys as ante- programme assessment and final programme evaluation as post- assessment Community Book Keeping	Strong partnership and trust among stakeholders There are no delays / hurdles in registration and bank account opening of community institutions i.e., CO / VO / LSOs
	Result/Op-3. Increased economic and social services and community benefits from upgraded community infrastructures and productive assets operated and maintained with community involvement	Number of community small scale infrastructure schemes completed, fully operating and maintained by the communities.	0 (Year 2016)		2,800 completed CPIs	Quarterly and annual progress reports EC monitoring mission reports	Communities are able to operate, monitor and maintain these infrastructure schemes
Activities	GENERAL ACTIVITIES: GA-1: Office setup GA-2: Recruitment of Progr GA-3: Orientation training for					_	Security situation remains good in the targeted districts

Intervention logic	Indicators	Baseline (incl. reference year)	Current value Reference date	Targets (incl. reference year)	Sources and means of verification	Assumptions
GA-5: Sector specific training GA-6: Design and testing of GA-7: Printing of CO/VO/LS GA-8: Baseline and End ling GA-9: Annual institutional Major ACTIVITIES for Res A-1.1 Community mem capacitated and assisted active, operational and methen LSOs and networks A-1.1.1 Poverty scorecard A-1.1.2: Formation of Con A-1.1.3: Formation of Village A-1.1.4: Formation A-1.1.5 LSO Networks est A-1.2. Community mem capacitated on important management, advocacy, operationally Management States of CO activists/office bearers A-1.2.2: Management and bearers A-1.2.3: Management, Advobearers A-1.2.4: Activists workshop A-1.2.5: Training of field states A-1.2.6: CRP Training on CA-1.2.7: Strengthen local coaccess to resources A-1.2.7.1: Program planning A-1.2.7.2 Expansion through CRPs A-1.2.7.3 Training of A-1.2.7.4 Establish A-1.3: Joint development	if MIS for all interventions is O record keeping material & me Socio economic survey it Maturity Index (IMI) surveys is ult/Op-1: bers in the targeted rural areas that they can mobilise and ature organisations, from CO of LSOs. I census I census I munity Organisations (COs) In of Local Support Organisation ablished at the district and talulubers are sensitised, trained a number of topics including commen specific human right, if, environment and DRR I kills trainings including CAT orgalisation of the comment of	as are d form s to VOs, as (LSOs) ka level and community family canised for office or LSO office or LSO s s (CAT) coment and Ps illisation at UC level)	uate	year)		Continuous suppor of Sindh Government and local authorities Ethnic, religious and tribal harmony among CO members There are no delays / hurdles in registration and bank account opening of community institutions i.e., CO / VO / LSOs

Interve	tion logic	Indicators	Baseline (incl. reference year)	Current value Reference date	Targets (incl. reference year)	Sources and means of verification	Assumptions
district leve	etings of joint	development committees at tal povernment, district line depa entatives in participatory dev	rtment				
	VITIES for Re						
vocational owners A-2.1.1: Ide training par A-2.1.2: Fin A-2.1.3: As provider A-2.1.4.: technical sh A-2.1.5.: placement of access to de	and technical ntification and icipants alisation of tra sessment and Training ills Post-tra tc.) ntify and sup	selection of training institute / so to of selected beneficiaries in voc ining linkage and support service oport innovative economic ac	d livestock chnical skills service- cational and ces (linkages,				
opportunitie A-2.2.2: Ba income gen	s, required sup ed on the VD erating grants	opport and list of beneficiaries P and individual assessment, p sh links of community members	rovision of				
	velop an app members thi	roach to facilitate income ger rough CIF	neration of				
household	3	cro health insurance to the po					
Major ACT A-3.1 Co	VITIES for Re	esult/Op-3: ntified basic infrastructures b					

 Intervention logic	Indicators	Baseline (incl. reference year)	Current value Reference date	Targets (incl. reference year)	Sources and means of verification	Assumptions
	identified for basic infrastructud to prepare estimates and feat					
infrastructure schemes	i to propare estimates and rea-	Sibility Of				
	out infrastructure projects with t	he joint				
development committees a A-3.1.4 Initiation of appro	na local autnorities ved infrastructure project					
A-3.1.5 Completion of infr						

Annex II: SUCCESS Programme Logframe- RSPN Component

	Intervention logic	Objectively verifiable indicators of achievement	Sources and means of verification	Assumptions
Overall objectives	Support to SUCESS partners to enable the Government of Sindh from 2018 to support and sustain community-driven local development initiatives throughout the province, through the provincial budget, based on a dedicated and costed policy in partnership with Community Institutions.	Reducing by 30% the number of targeted "poor" households (those having poverty score below 23) Policy changes due to community advocacy	Community poverty scorecard ranking pre and post programme Third party baseline income survey as ante-programme assessment and final programme evaluation as post-assessment, with control group included Policy change initiatives	
Specific objective	SUCCESS Programme effectiveness enhanced for achieving results at all levels through standardisation of processes , quality criteria and quality assurance processes	A common implementation approach and methodogy adopted by all the SUCCESS implementing partner RSPs Percentage of project outputs which are reported as achieved or on track Level of satisfication of SUCCESS programme partners with RSPN's contribution in identified areas	Midterm review, external and internal evaluations, impact reports End of programme Evaluation	Programme areas remain safe and secure for implementation activities Increased capacities of district authorities for service delivery are sustainable after the programme District authorities give priority to poverty reduction and good governance Programme benefits are spread over the whole community including

	Intervention logic	Objectively verifiable indicators of achievement	Sources and means of verification	Assumptions
				vulnerable groups such as women, landless and disabled
Expected results	R1 – SUCCESS programme delivery, efficiency and impact measured and reported timely.	 1.1. A common approach for undertaking baselines by the implementing RSPs by end of the first six months 1.2. A common M&E framework for the programme developed by end of the first six months 1.3 Annual Key Performance Indicators (KPIs) report published by RSPN on behalf of SUCCESS RSPs 	Programme inception report Annual Key Performance Indicator Report	RSPs and funding agencies' committed to investing in monitoring and evaluation continues Strong partnership and trust among stakeholders continues
	R2 – SUCESSS programme implementation methodologies and processes standardised across the partner RSPs, in order to guarantee quality, coherence and improvements.	2.1. Similar implementation manual/guidelines adopted by SUCCESS partner RSPs 2.2. Number of SUCCESS RSPs staff trained on Programme Implementation Manual 2.3 Quality control plan developed by RSPN adopted by RSPs	Programme Implementation Manual (PIM) Training reports Programme monitoring reports	RSPs' sense of ownership of RSPN continues -RSP boards/senior management and donors commitment for quality control remains intact

	Intervention logic	Objectively verifiable indicators of achievement	Sources and means of verification	Assumptions
	R3 – Evidence from the work of RSPs and rural communities generated and lessons documented	3.1. One action research programme completed by end of the programme 3.2 Four thematic/sectoral studies and one synthesis report completed by end of the programme	Research reports/journal articles/thematic studies/publications	Law and order situation remains conducive for field work Adequate participation by research participants Research capacity remains intact
	R4 – Evidence based recommendations advocated with stakeholders (including policy makers, donors, development community) to promote successful community development approaches within the country and beyond.	 4.1. Community driven local development approach reflected in number of donor and government programmes and projects 4.2. Number of advocacy events undertaken 4.3. Number of Regional Cooperation activities undertaken with organisations working in the regional countries 	GoS policy and budget framework for community driven local development Progress reports Monitoring reports Media reports	Sufficient ownership of GoS and local authorities continues Information dissemination leads to influence policies and practices Effective donor support for social mobilisation and RSPN programme maintained
Activities	Start up Activities: Hiring of programme staff Establishment of PMU Inception Workshop Major Activities Result 1: A1.1. Development of common approach with RSPs for undertaking the baselines (methodology, indicators, targets, processes, etc.) for			Pre-conditions and conditions outside the programme control Security situation remains stable in the programme area Continuous support from the programme implementation partners

Intervention logic	Objectively verifiable indicators of achievement	Sources and means of verification	Assumptions
the SUCCESS programme. A1.2. Development of a common M&E framework for RSPs with key performance indicators for SUCCESS Programme. A.1.3. Training of RSPs M&E staff on M&E framework, baselines approaches and methodologies and KPI reporting. A1.4 Technical support to RSPs in implementation of baselines approaches and methodologies and M&E framework A1.5. Annual reporting on common KPIs for the SUCCESS programme. A1.6. Development of MIS mapping to track KPIs. Major Activities Result 2: A2.1 Technical support to RSPs in the design of the SUCCESS programmes to ensure uniformity of approach and processes during implementation. A2.2. Development of common SUCCESS Programme Implementation Manual (PIM) A.2.3. Development of Community Awareness Toolkit (CAT) on critical social sector issues A2.4. Development of quality control			
plan and quality control tools A2.5. Orientation Training of RSPs' key SUCCESS programme staff on PIM, CAT and quality control plan and quality control tools.			

	Intervention logic	Objectively verifiable indicators of achievement	Sources and means of verification	Assumptions
quadur implant during A2 sup GR less A2 cor Ma A3 dyr A3 (e.ş Healoc sus A 3 lear Ma A4 lau A4 and A4 gov A4 pro eve A4 on cro	a.6. Supportive supervision and ality control spot check visits ring the SUCCESS programme plementation. 7. Organising RSPs strategic oport group meetings (SMRT, RG, M&ERG, SSRG, FACT) for sons learnt and standardisation. 8. Organising National LSO eventions. 9 Agior Activities Result 3: 1. Action research on poverty mamics. 2. Thematic and sectoral studies g. Women's Empowerment, Micro alth Insurance, CIF/IGG, CPIs, al governance, institutional stainability, etc.). 8.3. SUCCESS programme lesson raing visits and workshops. 9 Agior Activities Result 4: 1. SUCCESS programme nching workshop 2. Development of communication of advocacy strategy 3. Advocacy Workshops with vernment and other stakeholders 4. Showcase of SUCCESS orgamme interventions at cultural cents 5. Collaboration for conferences rural-urban linkages, and other less cutting issues e.g. population, alth, sanitation and women			

_	Intervention logic	Objectively verifiable indicators of achievement	Sources and means of verification	Assumptions
	A.4.6. Regional experience sharing and learning visits of, RSPs/RSPN and Government staff A4.7. Annual RSPs Strategic Retreats A4.8. Video documentaries on the SUCCESS Programme and its interventions A4.9. Bi-Annual SUCCESS Programme Newsletter A4.10. Media Campaigns (radio/print) A4.11. Documentation of LSO initiatives A4.12. Publication of RSPN annual report highlighting the SUCESSS programme A4.13. Publication of Quarterly RSPs Social Mobilisation Outreach A4.14. Development and maintenance of SUCCESS website A4.15. Printing of visibility items (e.g. folders, pens, posters, note pads, photograph, etc.). A4.16. Publication of research reports/papers/policy briefs and studies A4.17. Final dissemination workshop			