

Terms of Reference

Role: End of project evaluator of WAI funded by the European Union

Supervisor: M&E officer

Time Frame of Assignment: December – January

Location: Zouk Mikael with field visits to Tripoli

Date of ToR: 28/11/2018

Project background

As a result of Oum El Nour's (OeN) experience and observations at reception centre in Zouk Mikael, it has become evident that there exists a detrimental lack of care services for drug-related problems in the region of the North, and specifically in Tripoli.

In addition, based on the observations of OeN, a fundamental challenge is the lack of knowledge about the risks of substance abuse; to date, this issue is not being addressed within an integrated approach either by public actors or by private professionals.

The first line of the action explores Indirect Prevention with local actors of public and civil society organizations in order to enhance the capacities of members in effective prevention mechanisms. Thus, professionals working in the socio-educational field will become active *Agents of Prevention*. The capacity-building programme will include a practical phase of direct primary prevention for the benefit of youth and their parents. Through the various activities of the action, 5,000 youth from 8 to 24 years gain knowledge about effects on the different types of drugs and the associated risks of addiction through awareness sessions and interactive activities. Parents from targeted communities in Tripoli district will become more aware of the risks of exposure to substances and drug abuse problems, but will also have their parenting competences reinforced to be able to confront such challenges.

The second line of action explores a Direct Prevention based on the *Peer-to-Peer Prevention* approach. Youth will be inter-linked through anti-drug groups and will act proactively to influence their peers by developing and applying their own prevention tools. This method will have a multiplier effect since, over time, more youth will become aware of substance abuse issues within their different communities.

Imprisoned youth will benefit from improved psychological and judicial follow-up thanks to services that will be better coordinated and complementary among prison service providers (prison management, NGOs, lawyers, service providers, police, and "shawish") that normally work within the prisons.

Also, youth in prison will be better informed on drug exposure and abuse problems through adapted communication tools and increased awareness of all persons involved in the rehabilitation process of the prisoners. Effectively, all persons directly linked to youth will also be targeted and their capacities will be built in order to mutually create a healthier environment. These changes will contribute to the first outcome of the project: to equip local

CSO/CBO/NGOs and SDCs with effective mechanisms for addressing drug prevention within communities in Tripoli

In addition, youth already affected by drug use and their parents will receive support thanks to a *hotline service*. They will benefit from individual and/or family counselling services including psychosocial screening. Finally, they could be referred to other existing internal services of OeN or other external service-providers.

The proposed activities contribute to achieving the two project objectives:

Oc1: To equip local CSO/CBO/NGOs and SDCs with effective mechanisms for addressing drug prevention within communities in Tripoli.

Oc2: To improve coordination mechanisms between all relevant actors in effectively responding and participating in drug related matters within a common short-term approach in Tripoli.

Responsibilities of [End of Project Evaluator]

The evaluation team will submit two reports and two presentations to Oum el Nour Steering Committee:

- **Inception report:** Following the desk review and prior to beginning of the field work, an inception report will be produced subject to approval by Oum el Nour. This report will detail a draft work plan with a summary of the primary information needs, the methodology to be used, and a work plan/schedule for the field visits and major deadlines. With respect to methodology, the inception report will include a description of how data will be collected and a sampling framework, data sources, and drafts of suggested data collection tools such as questionnaires and interview guides. It should also include the draft of the final report outline (i.e. Table of Content).
Once the report is finalized and accepted, the evaluation team must submit a request for any change in strategy, methodology or approach to the Oum el Nour M&E officer.
- **Draft report:** A draft evaluation report will be submitted to Oum el Nour M&E officer who will lead the revision process with the reference group and provide feedback within two weeks of receipt of the draft report. Qualitative data collected and analysis developed should be annexed to the draft report.
- **Final report:** The Final Evaluation Report should include a two-page executive summary that summarizes the key lessons learned, conclusions and recommendations. It should also include best practices case studies that can be shared with Oum el Nour technical and management staff. Qualitative data collected and analysis developed should be annexed to the draft report.

All material collected in the undertaking of the evaluation process should be lodged with the Oum el Nour Key Person to be referenced by the M&E officer prior to the termination of the contract.

Presentation of findings:

- At the end of the field work and after submission of the draft report, the evaluation team will present preliminary findings to validate and prioritize learning at the Oum el Nour Lebanon level

- After submission of the Final Evaluation Report, the evaluation team will provide a final presentation for relevant stakeholders.

Objectives and Output

The purpose of this final project evaluation is to assess the relevance, effectiveness and sustainability of the “WAI” project. The project final evaluation will focus on all the activities carried out as part of the two objectives. Hence, the evaluation will address the following:

- Identification of key project’s challenges, risks and opportunities as well as the strengths and weaknesses, in the light of its prospective continuation.
- Measurements of key attributes of processes and implementation using different technical methods.
- Recommendations on how to improve the design and/or operational processes of the project to cause more impact and increase implementation efficiency and effectiveness, and to attain project’s sustainability.

Essential Competencies required

Oum el Nour seeks expressions of interest from people with the following skills/qualifications and expertise:

- Expertise in Substance Use programming evaluations
- Sound and proved experience in conducting evaluations, particularly utilization and learning focused evaluations.
- Expertise in qualitative data collection techniques
- Expertise participative evaluations with focus on child participation and designing evaluation tools

Proposals should present a budget in the number of expected working days over the entire period.

The evaluation is scheduled to start at the 15th of December 2018 and fieldwork is projected tentatively in the period 20th December 2018 – 31th January of 2019 depending on the availability of the evaluator; a draft report should be submitted by the mid of January 2019 and finalized by the end of January, 2019.

The evaluation team is expected to provide a suggested timeline and work plan for the assessment based on these scheduling parameters and in keeping with the scope of the evaluation question and Assessment criteria.

Proposals must include the following:

- Outline of evaluation framework and methods, including comments on the TOR, proposed time frame and work plan
- Proposed evaluation budget and proposed payments schedule aligned with deliverables schedule
 - (Proposals over 4 pages will be automatically excluded).
- CVs and evidence of past evaluations for each team member

Submit completed bids to recruitment@oumelnour.org

For serious candidate who wish to receive a detailed ToR, email us at recruitment@oumelnour.org